Munisipaliteit • U-Masipala • Municipality
OVERSTRAND

OVERSTRAND MUNICIIPALITY ANNUAL REPORT

ANNUAL REPORT 2019-2020

FINAL AUDITED

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LIST OF ABBREVIATIONS

AG- Auditor General

Capex - Capital Expenditure

CBP – Community Based Planning

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

GDP- Gross Domestic Product

HR- Human Resources

IDP- Integrated Development Plan

IGR- Intergovernmental Relations

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

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 and 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 Association

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 Relation Area

UISP- Upgrading of Informal Settlement Programme

WfC- Working for the 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, I am pleased to present the Annual Report, for the 2019/20 financial year.

This document reflects the performance of our organization over the past financial year (i.e. 2019/20) in attaining the strategic objectives set in the Integrated Development Plan (IDP). Consequently it is extremely valuable, as it helps stakeholders and leaders navigate through the challenges of service delivery, in order to benchmark new standards of performance and set new goals for improvement.

a. Vision

The 2nd review (2019/20) of our 5 year IDP for 2017/2021 IDP and the budget for 2019/20 were approved by Council on 29 May 2019.

For the 2019/20 IDP review our strategic direction was retained:

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

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 2019/20 IDP review process.

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

b. Political changes

Following the passing of Cllr Moira Opperman in July 2019, Cllr Hannie Morgan replaced her as a proportional representative (PR) councillor of the Democratic Alliance.

c. Key Policy Developments

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

d. Covid-19 pandemic

The COVID-19 pandemic has had and continues to have a devastating human and economic impact across the globe. Municipal service delivery in the 4th quarter of the 2019/20 financial year (i.e. April –

June 2020) was challenged by the nationwide lockdown imposed from 27 March 2020. Our essential services staff was at the fore front to continue rendering basic municipal services to our communities.

e. Key Service Delivery Improvements

Achievements of the past year that I would like to highlight were:

- **Retained our clean audit**- I am proud to report that we have retained a clean audit for the **8th** 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, 2017/18, 2018/19 and now 2019/20. This places Overstrand Municipality amongst the top 5% of local municipalities in South Africa to have received three or more consecutive clean audits.

- **Quality of potable water** exceeded the target of 95% (actual 98.45%).

- **Electricity losses further reduced** from 6.45% for the 2018/19 financial year to 6.02% in 2019/20. In terms of the average electricity losses of 14.5% within South Africa based upon Electricity Distribution entities, this is considered an excellent achievement.

- **Social relief assistance, Covid-19 –** More than fifty (50) soup kitchens were registered at the beginning of National Lockdown across the entire municipal area to provide daily meals to the needy.

- **SMME Development programme** – 160 SMME's were supported during 2019/20, exceeding the target of 120.

- **Debt recovery rate** – despite the negative economic impact due to the Covid-19 pandemic a 97% debt recovery rate was achieved in 2019/20. This exceeded the target set of not less than 96%.

- **CCTV pilot project -** The first five cameras of the network were installed across the Overstrand jurisdiction.

- **An Emergency Control Room** was established for the Directorate: Protection Services. The Fire & Rescue department moved away from a "book and pen" occurrence book to capturing incidents live on an online platform, this programme is also used by Provincial Government.

- **Housing programme implementation –** Installation of civil infrastructure on 727 sites was completed in 2019/20. 100% of the housing capital budget was spent in 2019/20.

- **Social media reach** – the number of our Facebook followers increased from 16 834 in 2018/19 to 23 836 in 2019/20.

- **Municipal COVID-19 Infectious Disease Plan** successfully developed within a short space of time.

- **Baboon Management programme –** Contractor, Human Wildlife Solutions appointed for a three year period to assist with keeping baboons out of our towns.

f. Public Participation

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

Successfully hosted A Ward Committee Summit for the 2nd consecutive year on 27 November 2019.

The nationwide lockdown due to the Covid-19 pandemic negatively impacted ward committees as no meetings could be held from March – June 2020. Regrettably the scheduled April 2020 public consultation meetings on the Draft IDP review and Budget for 2019/20 had to be cancelled.

g. 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 also continue to apply sound financial management.

h. Conclusion

Thank you to our residents, communities, ward committees, partnering organisations and stakeholders. Your participation and support during the 2019/20 financial year is highly regarded and sincerely appreciated. Our joint response to the COVID-19 pandemic has once again demonstrated the caring nature of the Overstrand community. 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".*

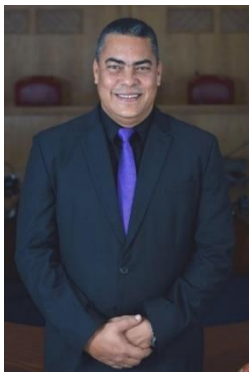
In conclusion, I extend my sincere gratitude to the administration. It is only with the devoted efforts of our municipal staff that we were able to attain the performance accolades mentioned in this annual report.

DUDLEY COETZEE

EXECUTIVE MAYOR

Component B: Executive Summary

1.1 MUNICIPAL MANAGERS OVERVIEW



It is indeed a pleasure to present the 2019/20 Annual Report for the first time as municipal manager of the Overstrand Municipality. It will be noticed that this report is presented three months later than was the case in previous years, but this is due to the extension that was granted to the Auditor General of South Africa for the completion of the MFMA audit reports, due to the Covid pandemic.

This report states the performance of Overstrand Municipality for the 2019/20 financial year. Overall, the municipality met 298 (74%) of a total number of 403 key performance indicators (KPIs) for the period 01 July 2019 – 30 June 2020. 77 (19.11%) of KPIs were almost met and 28 (6.95%) of the indicators were, for good and valid reasons not met.

Our service delivery was severely challenged during the 4th quarter of the 2019/20 financial year (i.e. April – June 2020) due to the nationwide lockdown imposed as result of the COVID-19 pandemic. There were unavoidable delays in construction on all projects due to the COVID-19 lockdown period which impacted negatively on the timely completion of projects, but basic municipal service delivery continued uninterrupted, even during the so-called hard lockdown.

Having said this, I am extremely proud of the clean audit status retained for the 8th consecutive year. A clean audit does not imply financial wealth but demonstrates good management, control and compliance with audit requirements. My sincere appreciation to my management team, all our officials and Council for your dedication and contribution towards retaining our clean audit status.

Financially the Municipality performed well during 2019/20. 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. The financial year 2019/2020 became a year of two contrasting halves; that of building on past gain in maintaining growth under low –economic performance and the other half which ended in a severe contraction of the local economy with the emergence of the Covid-19 pandemic. The impact of Covid-19 on our local economy and our community's ability to pay for services is already apparent and will continue into the post Covid-19 recovery period. Our long term financial plan will once again guide the Municipality in practicing sound financial management within a severly constraint fiscal environment.

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 shall be reported for investigation.

As this annual report reflects on Overstrand Municipality's performance and challenges for the 2019/20 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".* A special word of thanks is also extended to the previous municipal manager, Mr C Groenewald, who still guided the municipality for the year under review.

DEAN O'NEILL

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 **2019/20 Annual Report** reflects on the performance of the Overstrand Municipality for the period **1 July 2019 to 30 June 2020.** 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"

FIGURE 1: OVERSTRAND MUNICIPALITY, VISION AND MISSION, 2019/20

1.3 MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW

1.3.1 Population

The municipality's estimated population for 2019/20 is **104 985**.

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

2011/12	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
80 432[1]	87 000[2]	90 000[2]	93 407[3]	93 407[3]	95 482[2]	102 024	104 985[4]
Source: [1]Stats SA Census, 2011, [2] Overstrand own calculation [3]Stats SA Community Survey 2016, Provincial Treasury 2018 SEP; [4]and 2019 SEP							

TABLE 1: DEMOGRAPHIC INFORMATION OF THE MUNICIPAL AREA – TOTAL POPULATION

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

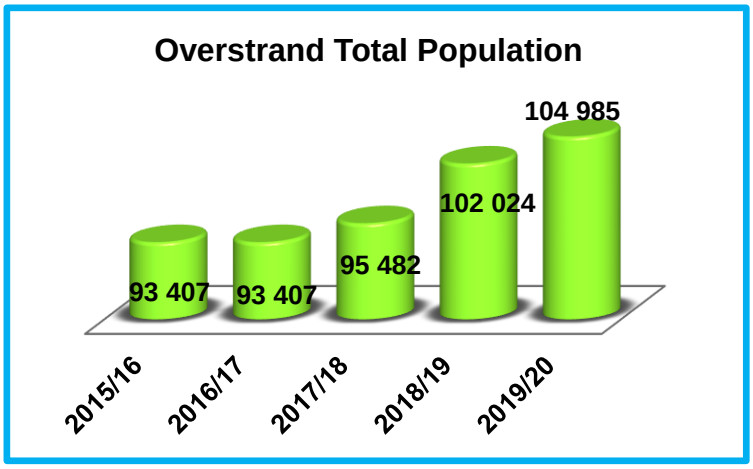


FIGURE 2: TOTAL POPULATION GROWTH

Source: [1]Stats SA Census, 2011, [2] Overstrand own calculation, [3]Stats SA Community Survey 2016

a) Population profile

Age	2017/18*			2018/19			2019/20		
	Male	Male	Male	Male	Female	Total	Male	Female	Total
Age: 0-9	7773	7855	15625	8397	8384	16781	8547	8636	17183
Age: 10-14	3724	3564	7288	3975	3805	7780	4095	3919	8014
Age: 15-19	3506	3885	7392	3742	4147	7889	3855	4272	8127
Age: 20-24	3688	3529	7217	3936	3767	7703	4055	3880	7935
Age: 25-39	11607	11586	23193	12390	12366	24756	12763	12739	25502

Age	2017/18*			2018/19			2019/20		
	Male	Male	Male	Male	Female	Total	Male	Female	Total
Age: 40- 54	8451	7389	15839	9020	7886	16906	9292	8123	17415
Age: 55-69	5406	5837	11244	5771	6230	12001	5945	6418	12363
Age: 70-84	2993	3914	6906	3194	4177	7371	3290	4303	7593
Age: 85+	132	643	775	71	214	285	145	707	852
Source: Overstrand's own projctions based on 2011 Census									

TABLE 2: POPULATION PROFILE

1.3.2 Households

The total number of households within the municipal area increased from **34 782** in the 2018/19 financial year to a total of **35 385** the 2019/20 financial year. This indicates an **increase of 1.73%** in the total number of households within the municipal area over the financial years (2018/19-2019/20).

Household	2017/18	2018/19	2019/20
Number of households in municipal area	33 692	34 782	35 385
Number of indigent households in municipal area	7 385	7 630	7 595

TABLE 3: TOTAL NUMBER OF HOUSEHOLDS

The graph above shows that the total number of indigent households decreased from 7 630 households in 2018/2019 to 7 595 households in the 2019/2020 financial year. This indicates a decrease of 0.46% in the total number of indigent households within the municipal area over the financial years (2018/19-2019/20).

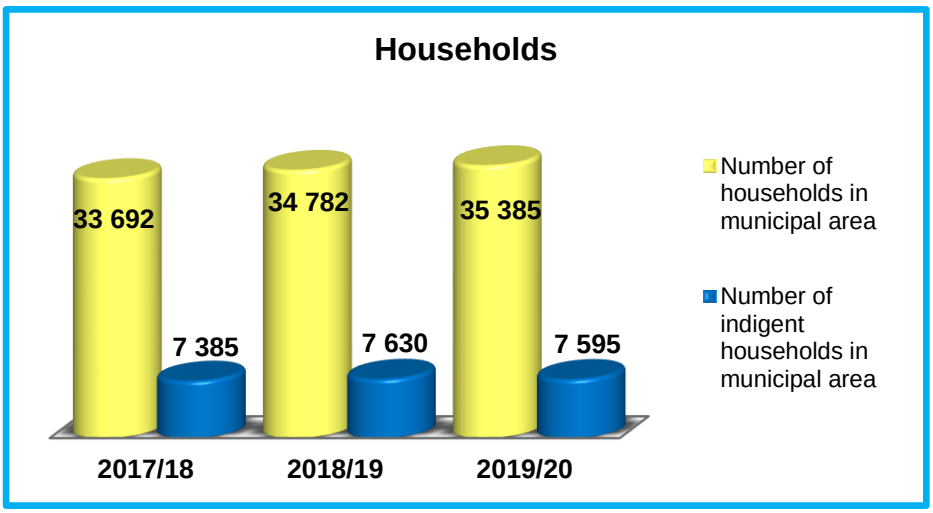


FIGURE 3: TOTAL NUMBER OF HOUSEHOLDS

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
2017/18	7814	23.3%	12.5%	4.57%	*93.4/6.6%
2018/19	11 269	16.5%	Not available	4.72%	94/6%
2019/20	16 319[5]	14.8%	Not available	4.72%	94/6%

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 Rooiels 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
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

Ward	Areas
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:

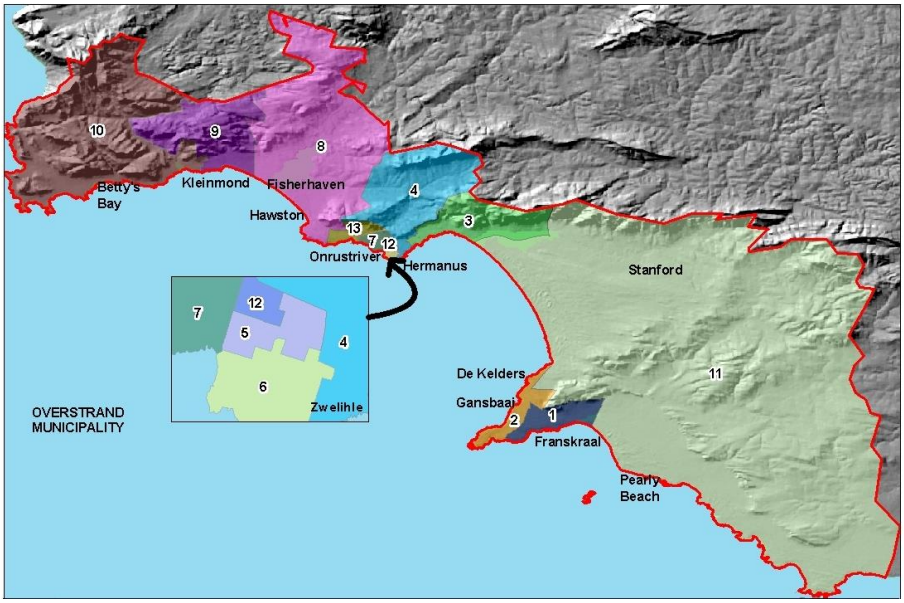


FIGURE 4: OVERSTRAND AREA MAP

GANSBAAI





Gansbaai is situated close to the southernmost point of Africa and globally known for its Marine Big 5 - whales, seals, dolphins, sharks and penguins. The town won the "World Responsible Tourism Destination" award in 2015 and this achievement is supported by the responsible tourism efforts of the businesses based in this region. **Unspoiled beaches are bordered by fynbos rich nature reserves with ancient milk wood forests, historically significant caves** and **temperamental sea views**.

Gansbaai is world renowned for shark cage diving and the licensed operators leave from the Kleinbaai harbour regularly, weather permitting, to give extreme adventure seekers a close encounter with great white and other lesser known species of sharks.

Gansbaai is the business and industrial centre of the Greater Gansbaai farming and fishing community. Although the main commercial activity remains fishing there are other marine based industries which includes abalone farms. The property development sector is expanding and the hospitality industry brings much needed revenue to the area and supports a significant number of jobs.

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 Rooiels, 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. Since 2013, WWF-SA has been working with the Kogelberg fishing communities and various stakeholders in the Kogelberg to address some of the key environmental and social challenges facing South Africa's small-scale fisheries. There is a dedicated WWF-SA office at the Kleinmond harbour linking the community to marine conservation.

With 1800 floral species the biosphere and adjacent mountains are a nature lover's dream hiking experience. The mountains are flanked with rich and diverse marine life such as the Stony Point penguin colony overseen by CapeNature. Things to do also covers a tour of the Biosphere Eco-Centre in Rooiels, a picnic in the Harold Porter Botanical Gardens, shopping and sun downers in Kleinmond's quaint Harbour Road, a day on the beach, or a glimpse of the herd 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





Hermanus has established itself as the business and cultural heart of the Overstrand. No longer a sleepy holiday hamlet but rather a town that boasts a modern infrastructure, sophisticated specialty shops, expanded medical care facilities, a shopping mall and restaurants to rival the best in the world, Hermanus has managed to retain the charm of its fishing village heritage.

Situated between sweeping mountains and the sparkling Atlantic Ocean, Hermanus 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 more than a 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, a fact that was acknowledged in one of the British Telegraph in 2018.** 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. When the Southern Rights depart there are also sightings of Brydes and Humpback Whales throughout the year. The Hemel-en-Aarde Wine Route has become the 4th most popular wine route in South Africa in a short period with one of the wineries making the Top 50 list of the world's best wine tasting experiences. The cool climate vineyards of Hemel-en-Aarde produce South Africa's famed Pinot Noir and Chardonnay wines.

There are much more than whales and whales with arts adding to the diversity of what Hermanus has to offer. More than 45 galleries display arts and crafts throughout the town and some have artists plying their craft in the shops for all to admire. Exploring the town on foot is one of the best ways of finding the hidden gems.

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 heritage village built on the strong roots of farming. The surrounding valley, mountain slopes and wetlands make Stanford attractive to those looking for pristine outdoors, wholesome experiences but still offer the creature comforts of a wide range of tourist offerings. Stanford is also the only town on the Cape Whale Coast that is not situated 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 many 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 are ample activities to keep guests busy.

c) Key Economic Activities

The main economic drivers in the municipal area are:

The Covid-19 pandemic and with the introduction of a country wide lockdown could potentially alter the economic landscape in term of key sectors based on their resilience and how soon they can recover post-Covid-19. A resent economic modelling conducted by the Western Cape Provincial government indicated a mild to serve negative impact that could be felt overtime, many business have closed doors and some barely struggle to keep doors open with reduced capacity.

Key Economic Activities	Description
Tourism	The Overstrand is a tourist destination as a result tourism products are prevalent –combined contributes significant to the local economy and the local GDP. The municipality recognised and align decisions and budget towards its promotion and development.
Aquaculture / Agriculture	The district is an agriculture hub for wine and other commodities with export potential and to its internationally recognised quality standards agriculture is bolsters by the fledging oceans economy where the municipality host two fishing harbours and take advantage of the proximity to the Cape Town International Airport to facilitate and access export markets. It is the one of the target employment with the attractiveness of the destination including its characteristics makes it attractive to people wanting to live and work here, this comes with a flourishing business services sector to service the market. The availability of technology and proximity to Cape Town with up to standard economic infrastructure makes it easy to live and work in.
Finance, real estate and business services	The attractiveness of the destination including its characteristics makes it attractive to people wanting to live and work the here, this comes with a flourishing business services sector to service the market. The availability of technology and proximity to Cape Town with up to standard economic infrastructure makes it easy to live and work in.
Secondary service industry	As the fastest growing municipality whose population double over a short period, the demand for goods and services is high given the propensity to spend by locals.

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

The provision of work opportunities remains a priority for the municipality. The municipal participation in the EPWP demonstrates commitment to addressing the unemployment challenge. The municipality over performed in this financial year, giving 1060 people an opportunity to earn a living.

The financial year 2019/2020 became a year of two contrasting halves; that of building on post gain in maintaining growth under low –economic performance and the other half which ended a total distraction of the local economy with the emergence of the Covid-19 pandemic. The municipalities' pursuance of LED is based on the following:

- Based on the local decision makers to improve income streams of the municipality and community through sustainable employment creation.
- Co-operation with other spheres of the government to promote active economic development initiatives of local level and informed by local perspectives,
- Centralise LED as an important aspect that draws the attention of investors and retention existing businesses.

COMMUNITY WORK PROGRAMME

The Community Work Programme (CWP) was established to provide an employment safety net to eligible members of target communities by offering them a minimum number of regular days of work each month. The programme targets unemployed and underemployed people.

The stipends particiapants receive to supplement their exsting livelihood means and provide them with basic level of income security.

During the 2019/2020 financial year the following recruitment was done but participants are not yet placed in the workgroups.

- Kleinmond Primary School (Ward 10) – We recruited 25 participants but not placed in workgroups yet.
- APD Hawston (Ward 8) – We recruited 30 participants but not placed in workgroups yet.

BUILDING ENTREPRENEURIAL COMMUNITIES

Supporting and building local entrepreneurs yielded positive results in maintaining the municipality as an economic hub (second in GVA contribution in the region) and the fastest growing municipality in terms of population. More importantly the entrepreneurial spirit contributed to improvement of the unemployment rate (narrow definition of 21% - 16%) in the first half of the year and before the Covid-19 pandemic.

COVID-19 PANDEMIC (ITS IMPACT ON THE LOCAL ECONOMY)

The pandemic hit the country just when it was experiencing its lowest economic performance at 0.2% during 2019, down from 0.8 registered in 2018. GDP contraction experienced throughout the local economy not spared (Economic modelling) characterised by weak household demand and declining investment in the area. Key sectors in the Overstrand namely Agriculture, Fishing, Manufacturing and Construction suffered mainly during the decline and more importantly as key labour absorbing sectors. The effects of this were due to the failure of the economy to create jobs, leading to the phenomenon of jobless growth in the country.

The pandemic exposed critical and pertinent aspects of the municipal socio-economic landscape with Covid-19 affecting the majority of the poor more so their income or ability to earn a living. These households are largely headed by Africans and mainly woman and largely depend on social grants. Industries and sectors will change and also will their mode of delivery and business processes. In the Overstrand some sectors proved to be more productive during lockdown, sadly in the Overstrand the industries and business activities aligned to tourism suffered severely during lockdown. This should be an opportunity to recalibrate local economies so as to be resilient in the time of recession.

b) Infrastructure

Housing

Projects Completed during 2019/2020:

- Mandela Square, Zwelihle UISP – 83 serviced sites
- Beverly Hills UISP, Gansbaai – 100 serviced sites
- Blompark IRDP – 544 sites.

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.

Local planning and building control

The municipality provides full town planning and building control functions in its area. During the year under review, 191 town planning applications and 1191 building plans were processed. This is a decrease from 258 town planning applications processed in 2018/19 and a decrease from the 1967 building plans processed in 2018/19.

Building plans to the total value of R 792,288,800 were approved during 2019/20.

c) Community Services

Water

For 2019/20 water losses were reduced to 23.04% from 24.25% in 2018/19.

- Pipe replacement contract terminated due to poor performance by contractor.
- Impact of COVID-19 to pipe and meter replacement programs.
- Replacements will continue during 2020/21 financial year.
- We had a decrease in pipe burst 232 in 2019/20 compared to 427 pipe burst in 2018/19
- Pringle Bay, Betty's Bay and Rooi Els had a decrease in burst pipes from **201** in 2018/19 to **123** in 2019/20.

Roads

104 952 m² of roads were patched and resealed during the 2019/20 financial year. This actual performance exceeds the target of 100 000 m².

Beaches

Four bathing beaches were once more awarded International Blue Flag beach status, namely Kleinmond, Hawston, Grotto and Castle Beach in Pearly Beach. Onrus Beach was awarded Blue Flag

Pilot status. The respective statuses were maintained for the duration of the blue flag season, from 1 December 2019 until 31 March 2020 for Grotto and 15 December 2019 to 15 January 2020 for Kleinmond, Hawston and Pearly Beach. Amenities were maintained to Blue Flag requirements.







Left: Blue Flag Hoisted in Kleinmond. Right in Hawston

Blue Flag hoisted for the 1st time at Castle Beach, Pearly Beach

1.4.1 Basic service delivery performance highlights

Highlight	Description
Electricity losses	The electricity losses were determined at 6.02% for the 2019/20 financial year as opposed to the 6.45% in the preceding 2018/19 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 7.5% has been set for the next financial year.
Refuse removal	Formal and informal areas are provided with a refuse removal service once per week.
Water Demand Management	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.
Reseal/rehabilitation programme	104 952 m² of roads were patched and resealed during the 2019/20 financial year. This actual performance exceeded the target of 100 000 m².
Water and Sewer	Water losses decreased to 23.04% in 2019/20, compared to 24.25% in 2018/19. We have had a significant decrease in burst pipes from 427 in 2018/19 to 223 in 2019/20.

TABLE 7: BASIC SERVICE DELIVERY HIGHLIGHTS

1.4.2 Basic service delivery challenges

Service Area	Challenge	Actions to address	Progress made in 2019/20 to address challenge
Water & sewerage	Aging infrastructure	Replace water meters on operational budget	No meter replacements done for the financial year, but a number

Service Area	Challenge	Actions to address	Progress made in 2019/20 to address challenge
			of pipe replacements were completed.
All basic services	Vandalism	Educational programmes, increased security measures	Although we have successfully implemented various measures, the vandalism of municipal infrastructure remain remains a massive problem in informal areas with ablution where toilets and taps have to be maintained regularly.
Sewerage systems	Storm water infiltration into sewer networks and inappropriate objects in sewer lines that cause blockages and additional maintenance of sewer lines.	Concentration shifted to preventative/pro-active maintenance rather than reactive approach	**Sewer Blockages** 2018/19 = 1970 2019/20 = 1899 71 less blockages than the previous year were recorded. **Sewer Spillages** 2018/19 = 234 2019/20 = 191 43 less sewer spillages than the previous year were recorded. A steady decrease in both the blockages and spillages is an indication that the pro-active maintenance is working but that inappropriate objects still remains a major problem.
Water	Water pipe replacements	The Water Pipe Replacement project had to be discontinued temporarily due to the contractor defaulting	The previous water pipe replacement contract had to be terminated due to the sub-standard performance of the contractor. New tender specifications were compiled for advertising early in 2020/21.
	Drought	Drought situation in Hermanus	The drought situation in Hermanus initially deteriorated in 2019/20, resulting in water restrictions being raised to level 3. Good rains late in 2019 however resulted in some improvement in the dam level, and eventually relaxation to level 2 water restrictions again.
	Vandalism	Vandalism and theft of infrastructure and equipment	Improved security fencing and alarm systems were installed at several water installations to

Service Area	Challenge	Actions to address	Progress made in 2019/20 to address challenge
			address the risk of theft and vandalism.
Refuse	Illegal dumping	The addition of skips and swing bins in informal settlements and invaded areas	This led to a significant decrease in illegal dumping across the formal and informal houses as well as land invaded areas.
Electricity	Theft and vandalism	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.
	Weakening Eksom Infrastructure	Weakening Eskom 66/11kV Infrastructure	The various 66/11kV Eskom infrastructure that supplies the Overstrand area is in a deteriorating state and causes multiple unplanned/ prolonged outages in all Overstrand areas on a regular basis. This is a major concern for Overstrand and its consumers.
	Limited Eskom Capacity	Limited Eskom Capacity	The limited Eskom network capacity puts a constraint on development in Overstrand areas as Eskom cannot provide the applicable capacity requirements without having to do a full network upgrade.
Roads	Lack of sufficient funding to reduce backlogs of the resealing of roads	Increase reseal operational funding	104 952 m² of roads were maintained to the value of R28 489 564.39.
	Inadequate storm water network in certain neighbourhoods	Increase in capital expenditure for storm water infrastructure	A number of small storm water projects were completed by the operational teams and small contractors.
	Deterioration of gravel roads	Adoption of a new maintenance methodology which saw a significant improvement on the state of gravel roads	In additional to the maintenance methodology, an additional 5 kilometres of roads were dust proofed in across the Overstrand.

TABLE 8: BASIC SERVICES DELIVERY CHALLENGES

1.4.3 Proportion of Households with access to Basic services

Description	2017/18	2018/19	2019/20
Electricity service connections	86%	82%	100%
Water - available within 200 m from dwelling	100%	100%	100%
Sanitation - Households with at least VIP service	100%	100%	100%
Waste collection - kerbside collection once a week	100%	100%	100%

TABLE 9: HOUSEHOLDS WITH MINIMUM LEVEL OF BASIC SERVICES

According to the Municipality's own records (financial directorate) **31 710** households had access to formal housing in Overstrand in **2019/20**. *(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 97.10%

TABLE 10: FINANCIAL VIABILITY HIGHLIGHTS

1.5.2 Financial Challenges

Challenge	Action to address	Progress made in 2019/20 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, due to the following: Overwhelming uncertainty in terms of what evolved in the past few weeks as an international crisis with the outbreak of novel coronavirus 2019 (As Covid-19, also called the Coronavirus) in the People's Republic of China, with exportations to other countries. *"President Cyril Ramaphosa has declared a national state of disaster on 15 March 2020 and announced*	The municipality follows a strategy to assist municipal rate-payers during this difficult economic period to arrange for extended payments as an immediate measure to adapt to circumstances caused as a direct result of the extended Covid-19 lockdown period. Before-mentioned as a result of job losses due to retrenchments, close-down of local businesses in some instances, many of those tourism related. The municipality continues to apply credit control measures in instances where agreements for extended payment periods are not honoured.	Regression in outstanding debtors recovered: 1.12% 2019/2020: 97.10% 2018/2019: 98.22% (2017/2018: 99.64%) (2016/2017: 99.44%) Tabling of reports in Council in presenting council with recommendations for financial relief arrangements due to the impact of the national state of disaster and subsequent lockdown. 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.

Challenge	Action to address	Progress made in 2019/20 to address challenge
stringent measures to contain the spread of Covid-19, such as travel restrictions on foreigners from hard-hit countries, a ban on mass gatherings etc. Reference was made to a dramatic decline in economic activity in our trading partners in the immediately and in the months to come, a sudden drop in tourism and severe instability across global markets. Subsequent to tabling of the draft budget for the next financial year (2020/21), the dire situation with regard to the state of the national economy which unfolded is regarded a matter of extreme concern for all role-players in the private sector (including manufacturing, business and corporate sector), as well as for the three spheres of government (national- provincial and municipal). The impact of the Covid-19 pandemic has already proven to have far reaching consequences for the country, resulting in an economic, health, and humanitarian crisis. This subsequent effect will also result in a loss in revenue, thus negatively impacting on cashflows of municipalities. The initial national lockdown announced on 23 March 2020 by the President, effective from 27 March 2020, was extended with two weeks and thereafter reverted to further lockdown levels and an extension of the National State of Disaster on a monthly basis. By the end of June 2020 substantial economic activity, with special reference to the tourism sector, was still restricted and it is expected to have an impact on the consumers and businesses ability to pay municipal accounts. A larger increase in outstanding		

Challenge	Action to address	Progress made in 2019/20 to address challenge
debt has been observed for May and June 2020 and the 12-month rolling average payment rate has decreased to 97.10% by the end of June 2020.		
○ 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: 2019/2020: R210,9m 2018/2019: R148.2m (2017/2018: R105,1m) Operational Budget spent on Repairs and Maintenance relates to a decreased amount in spending in Asset classes across the board, due to the impact of Covid-19 lockdown period on operational activities (only essential workers permitted to render services with regard to local government): 2019/2020: R 121m 2018/2019: R215m (2017/2018: R191,2m)
○ 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 in the recent past. 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	2017/18 Audit outcome	2018/19 Audit outcome	2019/20 Audit outcome
Cost Coverage	(Available cash + Investments)/monthly fixed operational expenditure	5,12	6,67	7,62
Total Outstanding Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	10,55%	10,07%	12,33%
Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	19,79	23,38	25,06

TABLE 12: NATIONAL KPI'S FOR FINANCIAL VIABILITY AND MANAGEMENT

1.5.4 Financial Overview

2019/20			
	Orginal budget	Adjustment Budget	Actual
	R		
Details			
Income			
Grants	222,377,369	172,838,255	160,532,335
Taxes, levies and tariffs	918,479,816	932,999,816	940,463,033
Other	102,853,720	235,924,928	230,402,030
Sub-total	1,243,710,905	1,341,762,999	1,331,397,398
Less expenditure	1,249,962,889	1,308,753,048	1,189,335,698
Nett surplus/ (deficit)	-6,251,984	33,009,951	142,061,700

TABLE 13: FINANCIAL OVERVIEW

1.5.5 Total Capital Expenditure

Detail	2017/18	2018/19	2019/20
	R'000	R'000	R'000
Original Budget	97 647	194 237	261 677
Adjustment Budget	116 620	174 748	275 800
Actual	105 255	172 777	211 057

TABLE 14: TOTAL CAPITAL EXPENDITURE

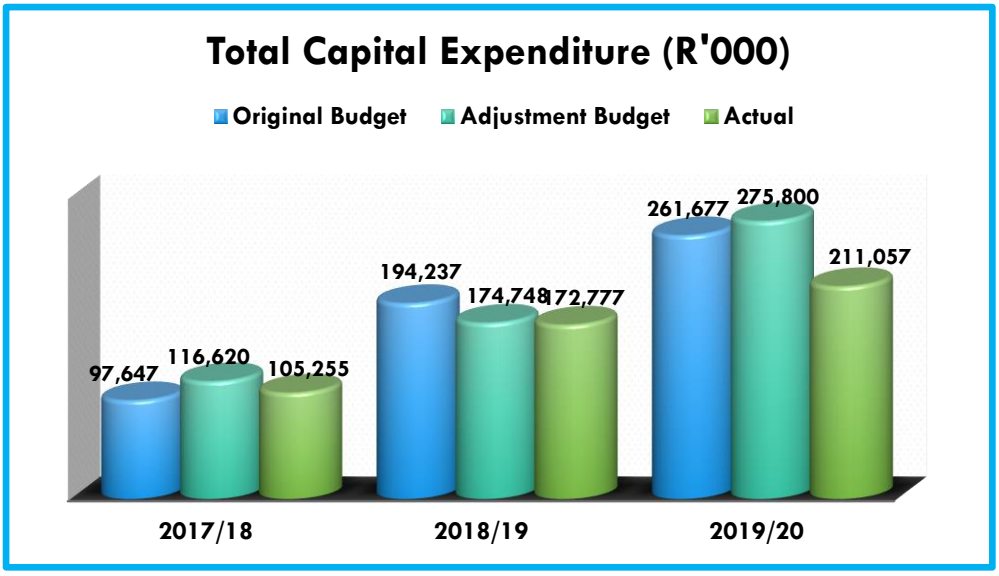


FIGURE 5: TOTAL CAPITAL EXPENDITURE

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: 21/10/2019 – 75 employees – Kleinmond 21/10/2019– 72 employees – Hermanus 19/11/2019 – 57 employees - Gansbaai & Stanford In total 331 municipal employees attended the sessions. Services rendered at the Wellness days include the monitoring of: • Bloodpressure, Bloodsugar, Cholesterol, Body Mass Index (BMI), waist measurements and gave diet plans. • WAG (Women Action Group) did HIV tests • Bierman Britz did eye screening tests. • Amelia Williams, a Dietician gave diet advice at the Wellness Days. • Health Active Gym attended in Gansbaai and gave fitness advice. • In Hermanus, Village Cycles attended and promoted cycling • Michael Lockyer, a Physiotherapist from Hermanus, spoke about preventing back injuries, back saving techniques, ergonometry and the importance of exercise. • CANSA also attended all the Wellness Days • Lujane Nutt from Gknowmix gave interesting talks about the different type of cancers and a healthy lifestyle. The Cape Retirement Fund also attended and gave advice. There were lucky draws to spoil the employees.
Training	Enrolled another 26 officials for MFMA training.

Highlights	Description
Performance Management	The development of a compulsory KPI (performance management) for each manager to report on.
Labour Relations	Interventions and the co-operation with the Provincial Department of Social Services in the assistance of staff members who are alcohol/drug dependent capacity. Through the successful incapacity interventions staff successfully completed rehabilitation and were able to return to the workplace.
Health & Safety	Health and Safety Officer successfully registered on Department of Labour's (DOL) online site to register Injuries on Duty (IOD).
TASK Job Evaluation	During 2019/20 we conducted monthly Task evaluation meetings for the Overberg District Region. The Region includes Overstrand, Theewaterskloof, Swellendam, Cape Agulhas and Overberg District Municipality. The evaluation and auditing process were ongoing on a monthly basis and feedbacks regarding the outcome reports were done continuously. A highlight was the Task Administrators being included with the completion of a Job Catalogue from SALGA during February and March 2020, and having the opportunity to give inputs into this catalogue regarding minimum requirements and post designation comparisons with other municipalities, as well as meeting other Task Administrators. Another highlight was the training received on the Task Web based system as well as the input in making the system more user friendly. This is a central database system that can be used to get information and audit reports of all posts being evaluated and audited for the Overberg District Area.
Electronic Time & Attendance	All staff members are using the systems without any problems.

TABLE 15: MUNICIPAL TRANSFORMATION AND ORGANISATIONAL DEVELOPMENT HIGHLIGHTS

1.6.2 Municipal Transformation and Organisational Development Challenges

Description	Actions to address
Electronic Time & Attendance	Take a lot of time to setup the reporting lines for the staff.
Performance Management	Some Senior Management does not take full responsibility for individual performance management. Compliance rate is still a challenge as some directorate are not evaluating their subordinates and submit the performance documents at all. Managers responsible for performance management not responding on communication with regards to performance management of their sections.
Hosting of Employee Wellness days	Unfortunately no Medical Aids attended the Wellness Days, because in previous years it was found that very few of their members attend

Description	Actions to address
	and therefore it is not cost effective for the Medical Aids to go to such an expense. A lot of employees didn't take leave and just didn't attend the Wellness Days. Some of the excuses of employees usually are that they are too busy with work to attend or that their Supervisors didn't inform them about the Wellness Days.
TASK Job Evaluation	We had Task Information sessions in respect of Evaluation policy and processes for Imatu and Samwu Shop Stewards for the Overberg Region. Two sessions were held: Theewaterskloof and Overstrand on 28 May 2019 in Hermanus and on 26 June 2019 for Cape Agulhas, Swellendam and Overberg District in Bredasdorp. Many questions were asked and the biggest challenge was to explain to Shop Steward that the Task process is not for "promotional" purposes. The other challenge was the explanation of the Back-pay for post being evaluated to a higher grade.
Training	Due to COVID-19 pandemic we could not spend our Training budget in full at the end of March 2020, due to social distancing.
Health & Safety	There are a lot of injuries that cannot be registered due to when submitting the claim, no claim number are issued. The claim remains showing pending. The Health and Safety Officer report the problem at CompEasy Western Cape. Waiting period for a response from CompEasy is very long. Risks: The following companies, Coidlink and Compsol who are responsible/ management of doctor's and hospital's IOD's on their behalf, are not able to do the registrations of IOD's on the municipality's behalf. Due to the unavailability of IOD claim numbers, doctors and hospitals cannot be paid. There is a possibility that the municipality may be can be hold responsible for the payment of outstanding medical accounts on IOD's. Currently there are 25 IOD claim numbers outstanding.
Labour Relations	A lack of current training especially to the latest changes and updates in labour law. Labour relations as a field and function of an organisation constantly must evolve and practices change as fast as new case law comes out. Laws get amended and it is essential to keep up to date with all of this. **Grievances** are also not taken seriously as they are hardly resolved in the designated time frame (regardless of follow ups). In some instances, the resolution in the grievance is not adhered to and some employees return being aggrieved by the same situation.

Description	Actions to address
	Informal Hearings do not seem to be taken seriously by some managers. Informal hearings are directed to managers and regardless of follow ups, there never seems to be feedback.

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 fourteen financial years, from 2006/07 to 2019/20 with the municipality receiving an unqualified audit with no findings (clean audit) for the last eight consecutive 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 provides details of the audit findings for the 2018/19 and 2019/20 financial years.

1.7.1 Audited Outcomes

Year	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Status	Unqualified	Unqualified (Clean Audit)	Unqualified (Clean Audit)	Unqualified (Clean Audit)	Unqualified (Clean Audit)	Unqualified (Clean Audit)	Unqualified (Clean Audit)	Unqualified (Clean Audit)	Unqualified (Clean Audit)

TABLE 17: AUDIT OUTCOMES

A **clean audit** is an **unqualified audit** and a "**clean audit**" relates to three aspects; the financial statements are free from material misstatements, there are no material findings on the annual performance report (i.e. reporting on performance objectives) and lastly, there are no material findings on non-compliance with key legislation.

1.8 2019/20 IDP Review/BUDGET PROCESS -

The table below provides details of the key deadlines for the 2019/20 IDP review (2nd review of the 5 year IDP Cycle) / Budget process:

TIME SCHEDULE FOR THE 2019/20 IDP REVIEW AND BUDGET PROCESS OF OVERSTRAND MUNICIPALITY

(2nd REVIEW OF THE 5 YEAR IDP – 2017/2022)

Approved 29.8.2018

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2017/18 FINANCIAL YEAR	Close off 2018/19 FINANCIAL YEAR	2019/20 BUDGET TIME FRAME
JUNE-OCTOBER 2018				
PREPARATION PHASE				
District IDP Managers & DLG pre-planning engagement to ensure alignment and integration of IDP/Budget Time Schedules	Strategic Office			**25-June-18**
Table in Council a budget and IDP time schedule of key deadlines (Every year- at least 10 months before the start of the budget year)	Strategic Office			**29-Aug-18**
Place public notice on the IDP review/Budget time schedule approval	Strategic Office			**6-Sept-18**
Submission of the time schedule to ODM, the Provincial Government and National Government	Strategic Office/ Budget Office			**7-Sept-18**
Provincial IDP Managers Forum	Local/ Provincial alignment- 2nd Quarter Provincial engagement – Strategic Office			**6 & 7 Sept-18**
ANALYSIS, STRATEGY AND PROJECT PHASES				
Budget Office to submit Current 3 year capital budget and 2 years future planning to Strategic Office	Budget Office			**27-July-18**
Snr Managers for the respective administrations receive prioritised Wish list from Strategic Office of previous project requests for Ward Committees to review (including the Current 3 year capital budget from Budget Office)	Strategic Office/ Budget Office			**1-Aug-18**
EMT buy-in Methodology for review of community needs for the 2019/20 IDP review	Top Management/ Mayco			**7-Aug-18**
Ward committees meet to review current needs on the wish list	Snr Managers for the respective administrations			**13-17-Aug-18**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2017/18	Close off 2018/19	2019/20 BUDGET
		FINANCIAL YEAR	FINANCIAL YEAR	TIME FRAME
Public ward feedback meetings- Ward committees obtain public input for draft Ward requests (ward specific projects) and draft reviewed prioritised ward wish list for the 2019/20 financial year	Ward Committees/ Snr Managers for the respective administrations			**10-14-Sept-18**
Snr Managers for the respective administrations submit draft Ward requests to the Budget Office and draft reviewed prioritised wish list to the Strategic Office	Snr Managers for the respective administrations			**19-Sept-18**
Review status of Bytes Budget Portal functionality and MTREF budget information	Bytes/Budget Office			**21 Sept-18**
Mayoral Strategic session with Management and Councillors (Determine strategic direction for the 2019/20 IDP review)	Strategic Office			**20-Sept/ 1-Oct-18**
Top Management Meeting with MM (Directors & Budget Office) to discuss budget proposals and budget affordability	TMT/Budget Office			**1-3-Oct-18**
Budget Steering Committee (BSC) Meeting - Direction on proposed Tariff increases & increases in Revenue , Expenditure and Capital & Ward Specific Allocations	Budget Steering Committee			**3-5-Oct-18**
Senior Managers for the respective administrations receives directive from Budget Steering Committee (BSC) on draft ward requests (**After BSC meeting)**	TMT/Budget Office			**8-Oct-18**
Based on BSC directive, Ward Committees meet for finalisation of their ward projects and reviewed prioritised wish list	Snr Managers of the respective administrations			**15-19-Oct-18**
Budget Office distributes current approved three year capital budget and 2 years future planning to directors and project managers to review existing projects on the two outer years and prioritise projects for the third outer year (2021/2022) as well as the 2 years future planning projects for a 5 year horizon.	Budget Office			**09-Oct-18**
Snr Manager Revenue sends Tariff Lists to Directors for review	Snr Manager Revenue			**09-Oct-18**
Snr Managers of the respective administrations submit final ward projects to Budget Office and final reviewed prioritised wish list to Strategic Office	Snr Managers of the respective administrations			**26-Oct-18**
Strategic office distribute final reviewed prioritised ward wish list to Directorates for their response by 5th November 2018	Strategic Office			**29-Oct-18**
Final review Bytes Budget Portal for readiness	Bytes/Budget Office			**19-Oct-18**
Mayoral directional IDP/Budget Speech	Executive Mayor			**31-Oct-18**
Directors submit draft 3 year MTREF capital proposals of existing projects on the two outer years and prioritised projects for the third outer year (2021/2022) as well as the 2 years future planning projects for 5 year horizon.	Directors			**31-Oct-18**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2017/18 FINANCIAL YEAR	Close off 2018/19 FINANCIAL YEAR	2019/20 BUDGET TIME FRAME
District IDP Managers Forum (Coordinated by ODM- IDP Manager)	Strategic Office			**Oct-2018 (TBC)**
INTEGRATION PHASE				
Budget office to issue directives to budget holders regarding the compilation of 2019/20 – 2021/22) OPEX Budget	Budget Office			**1-Nov-18**
Directors to submit Tariff proposals to Snr Manager Revenue	Directors			**1-Nov-18**
Budget Steering Committee Meeting - To discuss & review capital budget requests **(ROUND1)**	Budget Steering Committee			**5-9-Nov-18**
Workshop on Tariffs and Tariff Related Policies	Budget Office			**5-9-Nov-18**
Bytes Budget Portal update where necessary with new IDP Strategic objectives/Focus Areas/Programmes/Projects and Sub-projects	Bytes/Strategic Office/Budget Office			**9-Nov-18**
Additional Training if required for all Budget Holders on the new Bytes Budget Portal for OPEX and CAPEX Budgets (Project Based Approach)	All Budget Holders/Budget Office			**12-16-Nov-18**
Capturing of Opex & Capex budgets on the Budget Portal	**All budget Holders**			**12-Nov-18 to 30-Nov-18**
Directors to submit New Post requests to HR & Salary Office	Directors			**23-Nov-18**
Managers to submit Final List of Overtime, Essential etc. to Salary Department	Managers			**23-Nov-18**
HR/Salary Office to submit requests for new staff/posts to the Budget Office	HR			**30-Nov-18**
District Sector-focused engagements to ensure project alignment	Coordinated by ODM IDP Office			**27-30-Nov-18**
Strategic Integrated Municipal Engagement (SIME)	Western Cape Department of Local Government coordinate			**Nov-18 (TBC)**
Budget Office to distribute Year-to-Date Opex & Capex performance for 2018-2019 for Mid-Year review proposals	Budget Office		**30-Nov-18**	
Provincial IDP Managers Forum	Local/ Provincial alignment- Quarter 3 Provincial engagement – Strategic Office			**6 & 7 Dec-2018**
Closing date for the capturing of Opex & Capex budgets on the Budget Portal	**All budget Holders**			**30-Nov-18**
Snr Manager Revenue to submit Draft Tariff list and proposed Revenue to Budget Office	Snr Manager Revenue			**30-Nov-18**
Salary Office to submit draft three year salary budget & WCA estimates to Budget Office (Current staff establishment)	Salary Section			**30-Nov-18**
Asset Management to submit draft three year depreciation budget (Asset register 2018) to Budget Office	Asset Management			**30-Nov-18**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2017/18 FINANCIAL YEAR	Close off 2018/19 FINANCIAL YEAR	2019/20 BUDGET TIME FRAME
Costing Section must provide Draft Recharges/ Departmental charges to Budget Office	Costing Section			**30-Nov-18**
Cash management to submit draft three year Interest & Redemption (Loan register 2018) to Budget Office	Cash Management			**30-Nov-18**
Fleet Management to submit Draft Vehicle Budget: Fuel & Maintenance to Budget Office	Fleet Management			**30-Nov-18**
Accounting Services to submit provisions and operating leases estimates to budget office	Accounting Services			**30-Nov-18**
Directors return Mid-Year review requests to Budget Office	Directors		**9-Dec-18**	
Directors confirm budget position of information captured on the Budget Portal for their respective directorates	**Directors**			**9-Dec-18**
Budget Steering Committee Meeting - Mid Year Review (2018/2019 Budget): Consider proposals for adjustments budget (Capex & Opex) and Review **Draft Capex & Opex budget for 2019-2020 to 2021-2022** & finalisation of new posts	Budget Steering Committee		**10-12-Dec-18**	**10-12-Dec-18**
Budget Office distributes the **Mid-Year Review (Capex & Opex) Changes** for final verification	Budget Office		**14-Dec-18**	
Budget Office distributes the status on the **Draft Capex & Opex budget for 2019-2020 to 2021-2022**	Budget Office			**14-Dec-18**
Compilation of Mid-Year Review Report (2018/19)	Budget Office/ Strategic Office		**14-18 Jan-19**	**13-16 Jan-20**
Statistical Information reports for New Budget Formats distributed to applicable Directors & Managers for completion	Budget Office			**18-Jan-19**
Submit Mid-Year Review (MYR) Report to Mayor	Budget Office/ Strategic Office		**25-Jan-19**	**25-Jan-19**
Table Mid-year Review (MYR) in Council	Budget Office/ Strategic Office		**30-Jan-19**	**30-Jan-19**
Budget Steering Committee Meeting - Final discussion of Tariffs & Final Adjustment Budget Review (2018/2019 Budget)	Budget Steering Committee		**30/31 Jan-19**	**30/31 Jan-19**
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			**4-Feb-19**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2017/18 FINANCIAL YEAR	Close off 2018/19 FINANCIAL YEAR	2019/20 BUDGET TIME FRAME
	Accounting Services			
Budget Office distributes **Draft Capex & Opex budget for 2019-2020 to 2021-2022** for BSC meeting	Budget Office			**8-Feb-19**
Snr Manager: Revenue submits Final revenue projections & Tariffs to Budget Office	Snr Manager Revenue			**8-Feb-19**
Review Budget Related Policies	Budget Committee/Councilors/ Directors/Managers			**4-8-Feb-19**
Compile Adjustment Budget (2018/2019 Budget): NT Reports and working papers	Budget Office		**4-15–Feb-19**	
Final Review of 2018/2019 Adjustment Budget documents	Budget Office		**18-19-Feb-19**	
Budget Steering Committee Meeting - To discuss final draft Opex, Capex and revenue projections	Budget Steering Committee			**11-15 Feb-19**
Provincial IDP Indaba 2 / MGRO 2 (Coordinated Dept. LG- IDP Directorate)	Strategic Office/ MM/ Directors			**Feb-19- Dept. LG to confirm**
District IDP Managers engagement to discuss alignment of Draft 2nd Reviews (Coordinated by ODM- IDP Manager)	Strategic Office			**Feb-19 ODM to confirm**
Technical Integrated Municipal Engagement (TIME) (Coordinated Dept. LG- IDP Directorate)	Strategic Office/ MM/ Directors			**Feb-19 (TBC)**
Start with the compilation of Draft Service Delivery and Budget Implementation Plan (SDBIP) (2019/20)	Strategic Office/ Directorates			**18-Feb-19**
Budget Office send Final list of new posts to Salary Department after discussion with BSC	Budget Office			**19-Feb-19**
Directors and Managers return final Statistical Information with final sign off by Directors to verify information submitted	Directors/Managers			**19-Feb-19**
Directors and Managers confirm final operational and capital budget proposals to Budget Office	Directors/Managers			**20-Feb-19**
Managers confirm final depreciation, salary budget and interest & redemption, Recharges/ Departmental charges to Budget Office	Relevant Managers			**20-Feb-19**
Snr Manager Revenue Dept. confirm Draft tariffs & Revenue Projections to Budget Office	Snr Manager: Revenue			**20-Feb-19**
Update & Balance Financial System with 3yr Budget Info	Budget Office			**18-22 Feb-19**
Review Draft I/E and Capital Budget status	Budget Office			**21-22 Feb-19**
Compile Draft Cash Flow	Budget Office			**27-28 Feb-19**
Managers to submit Final Policies to CFO	Managers			**28-Feb-19**
Submit Electricity Tariffs to NERSA	Snr. Manager: Revenue			**28 Feb -19**
Managers to submit Activity/ Business Plans for Grants to Budget Office	Budget Holders			**28 Feb -19**
Budget Steering Committee Meeting – Review of final draft Opex, Capex & revenue budgets	Budget Steering Committee			**28 Feb -19**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2017/18 FINANCIAL YEAR	Close off 2018/19 FINANCIAL YEAR	2019/20 BUDGET TIME FRAME
Overstrand Municipal Advisory Forum (OMAF) Meeting - 2019/20 IDP review focus areas & preliminary budget proposals for 2019/20	OMAF - Ward Com/Mayor/Councilors/ Directors /Managers			**19-27-Feb-19**
Provincial IDP Managers Forum	Local/ Provincial alignment- 4th Quarter Provincial engagement – Strategic Office			**28-Feb- 1 Mar-19**
Finalise the draft IDP review for 2019/20	Strategic Office			**1-22 Mar-19**
Finalisation of Draft Opex & Capex Budgets working papers	Budget Office			**01-08 Mar-19**
Update & Balance A Schedule and compile draft agenda item	Budget Office			**08-15 Mar-19**
Budget Office send financial information to Strategic Office for Draft IDP review & draft SDBIP	Budget Office			**15-Mar-19**
Budget Office compile Draft Budget Report & Schedules	Budget Office			**15-19 Mar-19**
Budget Office does Final Review of Draft Budget Report & Schedules	Budget Office			**20&22 Mar-19**
Printing & Binding of Draft Budget Report & Electronic Files	Budget Office			**25-26 Mar-18**
Budget Office distributes Draft Budget Report	Budget Office			**26 Mar-19**
Prepare advertisements for Draft IDP review & Budgets for comments	Budget Office / Strategic Office			**27 Mar-19**
Budget Office distributes Draft Budget Report	Budget Office			**28 Mar-19**
Draft IDP review, draft Budget and draft SDBIP tabled in Council	Budget Office / Strategic Office			**27-Mar-19**
Submit Draft IDP review/Budget files to Provincial Treasury after Council Meeting	Budget Office / Strategic Office			**27-Mar-19**
Place Draft Budget and IDP review on website	Budget Office / Strategic Office			**28-Mar-19**
Submission of Annual Draft Budget, data strings and IDP for representation to National Treasury and any other prescribed organs of state.	Budget Office / Strategic Office			**29-Mar-19**
Advertise Draft IDP review & Budget for public comment	Budget Office / Strategic Office			**28-Mar-19**
APRIL – MAY 2019				
CONSULTATION & APPROVAL PHASE				
Public comment period	Community			**28-Mar-30 Apr-19**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2017/18	Close off 2018/19	2019/20 BUDGET
		FINANCIAL YEAR	FINANCIAL YEAR	TIME FRAME
Public Participation on draft IDP review & Draft Budget	Community/ Councillors/ Top Management/ Area Managers			**April 2019**
LG MTEC3 Engagement	Provincial Treasury/ Municipal Delegation			**end April/ Mid-May-19**
Grant champions to submit Final Activity/ Business Plans for Grants to Budget Office	Grant Champions			**30-Apr-19**
District IDP Managers Forum (Coordinated by ODM- IDP Manager)	Strategic Office			**Apr-19 (ODM to confirm)**
Managers to submit Demand Management Plans to SCM	Budget Holders			**30-Apr-19**
Summarise all community feedback and distribute to the relevant stakeholders for consideration to be included in the Final Budget report	Budget Office			**2 May-19**
Budget Steering Committee Meeting - Consideration of Budget Comments (Review Budget comments to make decision on comments)	Budget Steering Committee			**3 May-19**
Budget Office updates final changes on financial system	Budget Office			**6-8 May -19**
Budget Office compile Final Budget Report and Schedules	Budget Office			**8-15 May-19**
Budget Office does Final Review of Budget Report & Schedules	Budget Office			**16 -17 May-19**
Printing , Binding and Electronic Media of Final Budget Report	Budget Office			**20-21 May -19**
Distribution of Final Budget Report and submit report to Council Support Services	Budget Office			**22-May -19**
Approval of Final IDP review and Final Budget by Council	Budget Office / Strategic Office			**29- May-19**
IMPLEMENTATION PHASE				
Provincial IDP Managers Forum	Local/ Provincial alignment- 1st Quarter Provincial engagement – Strategic Office			**6-7June-19**
Place Final IDP review and Final Budget documents on the website	Strategic Office/ Budget Office			**3- June-19**
Advertise Final Budget and Tariffs in the media	Budget Office			**6-June-19**
Submission of Final Budget and data strings and Final IDP review to National and Provincial Treasury	Budget Office / Strategic Office			**7 June-19**
Municipal Manager submits SDBIP and draft performance agreements to Mayor	Municipal Manager			**12-June-19**
Submit Budget Related Appendix B reports to National and Provincial Treasury	Budget Office			**12 June-19**
Confirm/Capture Capital Budget on Financial System	Budget Office			**10-14 June-19**
Compile Electronic Internal Budget Book	Budget Office			**17-28 June-19**

TASK/ ACTIVITY	RESPONSIBLITY	Close-off 2017/18 FINANCIAL YEAR	Close off 2018/19 FINANCIAL YEAR	2019/20 BUDGET TIME FRAME
Publish a summary of Budget in Bulletin	Manager: Communications			**15-June-18 TBC**
Approval of SDBIP by Executive Mayor	Mayor			**26-June-19**
Finalise and approval of the performance agreements of the S54A and S56 appointees	Strategic Office/EM/MM			**28-June-19**
Advertise Property Rates Tariffs in Provincial Gazette	Senior Manager: Revenue			**21 June-19**
Place Internal Budget Book on Intranet and inform budget holders	Budget Office			**28-June-19**
Submit Budget Locking Certificate to National Treasury	Budget Office			**30-June-19**
REPORTING & REVIEW				
Monthly Budget Statement to Municipal Manager and Mayor	Budget Office		**Aug 18- Jul 19**	**Aug 19- Jul 20**
Quarterly reporting by Mayor to Council	Mayor		**Oct 18, Jan 19, Apr 19, Jul 19**	**Oct 19, Jan 20, Apr 20, Jul 20**
Table adjustments Budget	Budget Office		**27-Feb-19**	**26-Feb-20**
Finalise Roll over Projects (Final Amounts)	Budget Office		**5-Jul-19**	**4-Jul-20**
Table Adjustments Budget for approval of Roll over projects	Budget Office		**31-Jul-19**	**29-Jul-20**
Table in Council Draft unaudited Annual Report /AFS	Budget Office / Strategic Office	**31-Aug-18**	**30-Aug-19**	**29- Aug-20**
Submission of annual financial statements to AG	Accounting Services	**31-Aug-18**	**31-Aug-19**	**31-Aug-20**
Finalise the draft unaudited annual report for submission to AG	Strategic Office	**31-Aug-18**	**31-Aug19**	**31 Aug-20**
Submit Adjustments Budget (Overspending), if necessary	Budget Office	**23-Jan-19**	**24-Jan-20**	**25-Jan-21**
Submit Draft audited Annual Report to Council	Strategic Office	**23-Jan-19**	**24-Jan-20**	**25-Jan-21**
Finalise Annual Report Comments for Approval	Strategic Office	**Feb-March**	**Feb-March**	**Feb-March**
Approval of Annual Report	Strategic Office	**27-Mar-19**	**28-Mar-20**	**27-Mar-21**

TABLE 18: 2019/20 IDP REVIEW /BUDGET PROCESS

Notes:

Opex: Operational Expenditure
Capex: Capital Expenditure

****** The due dates are subject to change depending on the official date of the National Elections

** A review of the Spatial Development Framework (SDF) is planned in 2018/19, but the timeframes were not available at the time of finalising this item

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 2017/18 Audit outcome	Municipal Achievement 2018/19 Audit outcome	Municipal Achievement 2019/20 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)	90,13%	99,39%	76,53%

TABLE 19: NATIONAL KPI'S - GOOD GOVERNANCE AND PUBLIC PARTICIPATION PERFORMANCE

2.2 PERFORMANCE HIGHLIGHTS - GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Highlight	Description
Ward Operational Plans	Submitted plans in August 2019 to Department of Local Government in the Western Cape Province.
Ward Committee Summit	Held successful event on 27 November 2019 with contributions by Cooperative Governance and Traditional Affairs(COGTA)

Highlight	Description
	national, Private sector, NGO, Council, Administration and Ward committee members

TABLE 20: GOOD GOVERNANCE AND PUBLIC PARTICIPATION PERFORMANCE HIGHLIGHTS

2.3 CHALLENGES - GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Description	Progress made in 2019/20 to address
No Ward committee meetings since March 2020 due to COVID-19 pandemic and nationwide lockdown	Planning initiated to hold meetings via virtual platform. Kept ward committees informed via SMS, WhatsApp groups and social media.

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. Council's primary role is to debate issues publicly and to facilitate political debate and discussion. Apart from their functions as decision makers, Councillors are also actively involved in community work and the various social programmes in the municipal area.



FIGURE 6: OVERSTRAND MUNICIPALITY COUNCIL, 30.6.2020

a) Council

Below is a table that categorised the councillors within their specific political parties and wards for the **2019/20** financial year:

Council Members	Capacity	Political Party	Ward representing or proportional	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
				%	%
Anton Coetsee	Speaker	DA	4	100	-
Dudley Coetzee	Executive Mayor	DA	11	100	-
Frederick Africa	Councillor	DA	Proportional	100	-
David Botha	Councillor	DA	7	92	100
Hannie Morgan	Councillor (since Aug 2019)	DA	Proportional	83	100
Kari Brice	Ward Councillor	DA	3	100	-
Grant Cohen	Ward Councillor	DA	9	100	-
Riana de Coning	Ward Councillor	DA	2	100	-
Elnora Gillion	Ward Councillor	DA	8	100	-
Siphiwo Kalolo	Councillor	ANC	Proportional	85	100
Jean Orban	Ward Councillor	DA	13	92	100
Andrew Komani	Councillor	DA	Proportional	100	-
Fanie Krige	Ward Councillor	DA	10	100	-
Nomaxesibe Nqinata	Councillor	ANC	Proportional	100	-
Vuyani Macotha	Ward Councillor	ANC	12	69	100
Christine May	Councillor	DA	Proportional	92	100
Benet Molefe	Councillor	EFF	Proportional	92	100
Xolani Msweli	Ward Councillor	ANC	1	100	-
Lindile Ntsabo	Councillor	DA	Proportional	92	100
Ronald Nutt	Councillor	DA	Proportional	100	-
Moira Opperman	Councillor (Deceased Jul 2019)	-	-	-	-
Valerie Pungupungu	Ward Councillor	ANC	5	85	100
Charmaine Resandt	Councillor	DA	Proportional	92	100
Ntombizinee Sapepa	Ward Councillor	ANC	6	85	50
Constancy Tafu-Nwonko	Councillor	ANC	Proportional	85	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 2019 to 30 June 2020:

Name of member	Capacity
Ald D Coetzee	Executive Mayor
Cllr E Gillion	Deputy Executive Mayor Chairperson of Infrastructure & Planning (From Jun 2019)
Cllr K Brice	Chairperson of Economic Development & Tourism (From Jun 2019)
Cllr R de Coning	Chairperson of Finance
Cllr A Komani	Chairperson of Management Services
Cllr F Africa	Chairperson of Protection Services
Cllr G Cohen	Chairperson of Community Services

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	Elnora Gillion	80	6	20/08/19 17/09/19 22/10/19

Committee	Chairperson	Section 79 or 80 Committee	Number of minutes submitted to council	Meeting Date
				19/11/19 18/02/20 17/03/20
Portfolio Committee: Management Services	Andrew Komani	80	6	20/08/19 17/09/19 22/10/19 19/11/19 18/02/20 17/03/20
Portfolio Committee: Finance	Riana de Coning	80	6	20/08/19 17/09/19 22/10/19 19/11/19 18/02/20 17/03/20
Portfolio Committee: Protection Services	Frederick Africa	80	6	20/08/19 17/09/19 22/10/19 19/11/19 18/02/20 17/03/20
Portfolio Committee: Economic Development & Tourism	Kari Brice	80	6	20/08/19 17/09/19 22/10/19 19/11/19 18/02/20 17/03/20
Portfolio Committee: Community Services	Grant Cohen	80	6	20/08/19 17/09/19 22/10/19 19/11/19 18/02/20 17/03/20
Oversight (MPAC)	Simphiwe Tebele	79	9	30/09/19 09/03/20 24/06/20
Disciplinary Committee	Elnora Gillion	79	1	29/08/19

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	Economic and Social 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

Municipal staff participated at the following forums:

- Association of Municipal Electricity Utilities of South Africa (AMEU)
- Baboon Management Task Team
- 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)
- 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: 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

Municipal staff participates at the following forums:

- 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)	2 March 2020				Ward Committees
Ward Committees Wards 3, 4 5, 6, 7, 8, 12 & 13 Wards1, 2 & 11	3 12 – 15 Aug 14 – 17 Oct, 10 – 12 Feb	1 - 2	2 – 5 Administrators and other officials	Cumulative for the 3 meetings W3 = 1 W7 = 24 W8 = 14 W13 = 0	Next Ward Committee meetings • Important issues such as Basic Service Delivery as well as ward specific projects, Capital and Operational Projects and consultation regarding the IDP and Budget • Customer Care: ○ Emails ○ Letters ○ Telephone ○ Watsapps

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
Public Ward Meetings Wards 3, 4 5, 6, 7, 8, 12 & 13 Wards 1, 2 & 11	3 9 – 12 Sep, 11 – 14 Nov, 9 – 12 March	1 - 2	2 – 7 Administrators and other officials	Cumulative for the 3 meetings W3 = 23 W7 = 25 W8 = 27 W13 = 28	Ward Committee Public meetings Important issues as well as consultation regarding the IDP and Budget
Hawston Social Compact (Housing)	29 July 2019 30 July 2019 31 July 2019 05 August 2019 06 August 2019 15 August 2019 29 August 2019 09 September 2019 23 September 2019 01 October 2019 16 October 2019 22 October 2019 28 October 2019 30 October 2019 31 October 2019 05 November 2019 06 November 2019 27 February 2020	2-5	2-7	20-50	The most meetings with Social Compact members and public have taken place where projects are active, for example Hawston and Blompark, Masakhane (Gansbaai).
Ward Committees Wards 9 & 10		3	3	10	Contact Sessions: – 13 August 2019 15 August 2019 10 September 2019 12 September 2019

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
					15 October 2019 17 October 2019 12 November 2019 14 November 2019 11 February 2020 13 February 2020 10 March 2020 12 March 2020
Public Ward Meetings Wards 9 & 10		3	3	20-50	10 September 2019 12 September 2019 12 November 2019 14 November 2019 10 March 2020 12 March 2020
Quarterly/Monthly Feedback Meeting – Ward 3	11 September 2019	1	3 Administrators and other officials	5	Ward Committee Public meetings
	13 November 2019	1	4 Administrators and other officials	8	Ward Committee Public meetings
	11 March 2020	1	7 Administrators and other officials	10	Ward Committee Public meetings
Quarterly/Monthly Feedback Meeting – Ward 4	09 September 2019	1	3	70	Ward Committee Public meetings
	12 November 2019	2	2	60	Ward Committee Public meetings
	09 March 2020	2	2	90	Ward Committee Public meetings
Quarterly/Monthly Feedback Meeting – Ward 5	11 September 2019	3	2	30	Ward Committee Public meetings
	14 November 2019	2	2	40	Ward Committee Public meetings
	11 March 2020	3	3	55	Ward Committee Public meetings
Quarterly/Monthly Feedback Meeting – Ward 6	10 September 2019	4	2	66	Ward Committee Public meetings
	13 November 2019	4	2	50	Ward Committee 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
	10 March 2020	2	3	80	Ward Committee Public meetings
Quarterly/Monthly Feedback Meeting – Ward 7	12 September 2019	1	2 Administrators and other officials	8	Ward Committee Public meetings
	14 November 2019	1	3 Administrators and other officials	7	Ward Committee Public meetings
	12 March 2020	1	4 Administrators and other officials	10	Ward Committee Public meetings
Quarterly/Monthly Feedback Meeting – Ward 8	9 September 2019	2	3 Administrators and other officials	20	Ward Committee Public meetings
	11 November 2019	2	3 Administrators and other officials	17	Ward Committee Public meetings
	9 March 2020	2	5 Administrators and other officials	30	Ward Committee Public meetings
Quarterly/Monthly Feedback Meeting – Ward 12	12 September 2019	4	2	20	Ward Committee Public meetings
	15 November 2019	3	2	24	Ward Committee Public meetings
Quarterly/Monthly Feedback Meeting – Ward 13	10 September 2019	1	3 Administrators and other officials	8	Ward Committee Public meetings
	12 November 2019	1	3 Administrators and other officials	9	Ward Committee Public meetings
	10 March 2020	1	7 Administrators and other officials	11	Ward Committee Public meetings

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 2017. 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
A Wagener	Franskraal Neighbourhood Watch	14 August 2019 11 September 2019 (Public) 16 October 2019 13 November 2019 (Public) 12 February 2020 11 March 2020 (Public) No meetings from April – June 2020 due to COVID-19
A Chambers	Franskraal Bowling Club	
E de Kock	Franskraal Ratepayers' Association	
PM Yawa	Masakhane Business Forum	
M Foto	Masakhane Council of Churches	
Z Duna	Masakhane Street Committee Association	
D Siduka	Masakhane Residents' Organisation	
EZ Msopi	CATA	
K Nomathole	Traditional Leaders	
S Mjokweni	Masakhane Youth Development Organization	

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
M de Villiers	Overberg Line Fishing Association	13 August 2019 10 September 2019 (Public) 15 October 2019 12 November 2019 (Public) 11 February 2020 10 March 2020 (Public) No meetings from April – June 2020 due to COVID-19
RM du Plessis	De Kelders & Perlemoenbaai Ratepayers' Association	
M van der Merwe	Kleinbaai Ratepayers' Association	
HJ van Dyk	Gansbaai Marine Empowerment Trust	
G Kitley	Gansbaai Tourism	
J Lewis	Gansbaai Community Police Forum	
J Barlow	Gansbaai Chamber of Commerce	
N Naudé	Gansbaai Ratepayers' Association	
SN Sauls	Gansbaai Daycare for Children	
F van Dyk	See & Teekring	

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
M Verster	Hermanus Botanical Society	14 August 2019 11 September 2019 16 October 2019 13 November 2019 12 February 2020 11 March 2020 No meetings from April – June 2020 due to COVID-19
A Lee	Cliff Path Management	
B Wridgway	Hermanus Rate Payers Association	
D W Duckitt	Hermanus Astronomy Association	
S Sauvage (Secundi)	Tourism	
G Serfontein	Hermanus Business Chamber	
J Cowan	Hermanus Sport Club	
C Lerm	HPP – Hermanus Public Protection	
M Liebenberg	Village Square	
H Herholdt	Hermanus High School	

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
J Wildschut	Mount Pleasant Business Centre	12 August 2019 11 September 2019 16 October 2019 13 November 2019 10 February 2020 09 March 2020 No meetings from April – June 2020 due to COVID-19
F Cupido	Community Gospel Church	
P Jacobs	Atlantics Rugby Club	
L Spandiel	Mount Pleasant Women's Club	
M Pieterse	Mount Pleasant Sea Harvesting Co-op	
A Viljoen	Huise Lettie Theron (Badisa)	
Tr Titus	Health & Welfare	
W Thompson	Mount Pleasant Neighbourhood Watch	
Ay Steneveld	Anointed Commission of Christ Ministries	
J Cilliers	Westcliff Residents Acc	

TABLE 30: WARD 4 COMMITTEE MEETINGS

e) Ward 5: Zwelihle South

Name of representative	Capacity representing	Dates of meetings held during the year
S Nqgoyiyana	Qhayiya High School	14 August 2019 13 September 2019 18 October 2019 15 November 2019 12 February 2020 11 March 2020 No meetings from April – June 2020 due to COVID-19
N Sapepa Gasa	Transit Camp Informal settlement	
M Thukwayo	Youth Development	
N Sapepa	Siyazama Elderly Centre	
R Ndawule	Ilisa Street	
S Makunga	Hermanus Rainbow Trust	
T Mavata	Community Safety	
L Kamana	Zwelonke Women's Manyano	
N Ncapayi	Thambo Square	

Name of representative	Capacity representing	Dates of meetings held during the year
N Mjijwa	Asazani Informal Settlement	

TABLE 31: WARD 5 COMMITTEE MEETINGS

f) Ward 6: Zwelihle North

Name of representative	Capacity representing	Dates of meetings held during the year
N Mcinjane	Siyazama Elderly Centre	13 August 2019 12 September 2019 17 October 2020 14 November 2019 11 February 2020 10 March 2020 No meetings from April – June 2020 due to COVID-19
M Damesi	Overstrand Whale Boxing Club	
V Tshona	Zwelihle Neighbourhood Watch	
S Zwelifile	Thambo Informal Settlement	
T Nondala	Zwelihle Hostels	
X Gilikindla	White City	
N Sinoko	Mandela Informal Settlement	
F Bhangazana	Bhekela Informal Settlement	
X Sitshixo	Tsepe-tsepe Informal settlement	
M Mlombi	Association with Disabilities	

TABLE 32: WARD 6 COMMITTEE MEETINGS

g) Ward 7: Sandbaai

Name of representative	Capacity representing	Dates of meetings held during the year
W Marais	Sandbaai Jukskei Klub	15 August 2019 12 September 2019 17 October 2019 14 November 2019 13 February 2020 12 March 2020 No meetings from April – June 2020 due to COVID-19
FHayman	Sandbaai Ratepayers Association	
N J Hechter (deceased) S Williams (secondi)	Sandbaai Neighbourhood Watch	
C vd Coolwijk	Ocean Breeze Estate – Geographical Block	
V Le Roux	Village of Golden Harvest	
R Gerber	Sandbaai Verfraaiingskomitee	
H Lombard	Leisure Park – Geographical Block	
P Le Roux	VOS Kuspad	
G Geldenuys	Hermanus Waldorf School	
D Beukes	Sandbaaisaal 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
I B Claasen	Hawston Rugby Club	12 August 2019 9 September 2019
M Matinka	Hawston Gesondheid en Welsyn	

Name of representative	Capacity representing	Dates of meetings held during the year
R McDavid	Fisherhaven RPA	14 October 2019 11 November 2019 10 February 2020 9 March 2020 No meetings from April – June 2020 due to COVID-19
M Arries	Griqua National Conference	
J Booysen	Overstrand Association for Persons with Disabilities	
A Beukes	Hawston Primary school	
F Siljeur	Pearly Shells	
D Adams	Efesiers Pentecostal	
M Austin	Bot Friends	
Vacant	Fisherhaven Neigbourhood Watch	

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
J de Clerk	Sea Avenues	15 August 2019 12 September 2019 17 October 2019 14 November 2019 13 February 2020 12 March 2020 No meetings from April – June 2020 due to COVID-19
C Swartz	Integrated Fishing Forum	
P Hanekom	Palmiet	
T Snibbe	Mountain Lanes	
H Krijnauw	Kleinmond Straatwag	
H van der Merwe	Kleinmond Nature Conservation Association	
C Harding	Kleinmond Ratepayers' Association	
E Barry	Kleinmond Primary School	
M Botha	Klein Berlyn	
C Hull	Overberg-Kleinmond Khoisan	

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
H Muller	Rooi Els Ratepayer's Association	13 August 2019 10 September 2019 15 October 2019 12 November 2019 11 February 2020 10 March 2020 No meetings from April – June 2020 due to COVID-19
S Botha	Kleinmond Police Forum	
T Els	Child Welfare SA Kleinmond	
M Hull	Proteadorp West	
M Jooste	Mooiuitsig	
E Strydom	Pringle Bay Ratepayers's Association	
B Mantshinga	Backyard Dwellers Association	
W Steyn	Betty's Bay Ratepayers Association	
E October	Kogelberg Biosphere Reserve	
A Martin	Local Soccer/Football 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
H Swart	Baardskeerdersbos Home Owners' Association	15 August 2019 12 September 2019 (Public) 17 October 2019 14 November 2019 (Public) 13 February 2020 12 March 2020 (Public) No meetings from April – June 2020 due to COVID-19
G Joubert	Strandveld Landbou Vereniging	
H Dyers	Buffeljachts Gesondheid & Welsyn	
D Hagen	Stanford Conservation Trust	
L De V Roodt	Stanford Ratepayers' Association	
L Bester (resigned Nov '19)	Farmers' Association	
H Volgaardt (replaced L Bester)	Farmers' Association	
J October	Blomtuin & Ou Skema	
Z Zawula	Thembelihle Community	
V Burton-Moore	Pearly Beach Ratepayers' Association	
H Latola	Eluxolweni Community Association	

TABLE 37: WARD 11 COMMITTEE MEETINGS

l) Ward 12: Zwelihle North- West

Name of representative	Capacity representing	Dates of meetings held during the year
Z Patrein	Zwelihle Primary School Governing Body	15 August 2019 14 September 2019 19 October 2019 16 November 2019 13 February 2020 No meetings from April – June 2020 due to COVID-19
N Bulawa	Community Police Forum	
V Khuse	Womens Action Group	
A Jakuja	Local Football Association	
N Gcilitshane	Zwelihle Neighbourhood Watch	
S Vonco	Hermanus rainbow Trust	
N Mpemba	Siyakha Educare Centre	
N Nkoanyane	Association with Disabilities	
N Mtyibisi	Treatment Action Campaign	
M Sihlahla	Youth Development	

TABLE 38: WARD 12 COMMITTEE MEETINGS

m) Ward 13: Onrus and Vermont

Name of representative	Capacity representing	Dates of meetings held during the year
H Greeff	Onrus Rate Payers Association	13 August 2019 10 September 2019 15 October 2019 12 November 2019 11 February 2020 10 March 2020
A Bown	Vermont Conservation Trust	
A Droomer	Onverwag Neighbourhoodwatch	
D Heard	Vermont coastal Path Committee	
M Weekes	Vermont RP & Environmental Association	

Name of representative	Capacity representing	Dates of meetings held during the year
D van der Kooi	NG Kerk Onrus	No meetings from April – June 2020 due to COVID-19
T Sutherland	Kalfiefees	
C Gabb	Onrus River Estuary Forum	
T Agenbag	Onrus Handels Pos – Geographical Block	
J Prinsloo	Onrus Retirement Villages – Geographical Block	

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 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 September 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	6	6	3	3
2	Yes	6	6	3	3
3	Yes	6	6	3	3
4	Yes	6	6	3	3
5	Yes	6	6	3	3
6	Yes	6	6	3	3
7	Yes	6	6	3	3
8	Yes	6	6	3	3
9	Yes	6	6	3	3
10	Yes	6	6	3	3
11	Yes	6	6	3	3
12	Yes	5	5	3	2
13	Yes	6	6	3	3

TABLE 40: WARD COMMITTEES

2.6.4 REPRESENTATIVE FORUMS

a) Labour Forum

The table below specifies the members of the Labour Forum for the 2019/20 financial year:

Name of representative	Capacity	Meeting dates
Ald. D. Coetzee	Council	13 August 2019 10 September 2019 8 October 2019
Cllr. A. Africa	Council	
Cllr. A. Komani	Council	

Name of representative	Capacity	Meeting dates
Cllr. S Tebele	Council	12 November 2019
Cllr. X. Msweli	Council	11 February 2020
		10 March 2020
Mrs. D Arrison	Management	14 April 2020
Mr. R Williams	Management	12 May 2020
Mrs. S Reyneke-Naude	Management	18 June 2020
Mr. N Michaels	Management	
Mr. S Muller	Management	
Mrs. L Bucchianeri	Management	
Mr. S Vana	Trade Union – Samwu	
Mr. S Nkohla	Trade Union – Samwu	
Mr. L Gaika	Trade Union – Samwu	
Mrs. G Erasmus	Trade Union – Samwu	
Mr. L Sikhephe	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	
Mrs. K. Vorster	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 Councillors
- 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 2019/20 financial year an OMAF was held on 2 March 2020.

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 being in the 2015-2016 financial year 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. Unfortunately both the CRO and the Risk Officer Intern resigned mid-year (2018-2019), which resulted in significant continuity challenges for activities listed in the Risk Management Implementation Plan. The municipality, however, decided to appoint its own Chief Risk Officer with effect from 15 October 2019.

The activities and/ or actions performed by the RMU during the 2019/20 financial year (as from 15 October 2019 – 30 June 2020) include, but not limited to the following:

- Compiling a Risk Management Implementation Plan for 2019/20 financial year;
- Continuously monitoring the status of the risk registers and risk action plans and provide monthly and quarterly reports to various statutory and non-statutory committees;
- Annual review and development of risk management documents/ frameworks, *i.e* policies, strategies, plans and Standard Operating Procedures (SOPs);

- Periodic reporting on the implementation plan to different statutory and non-statutory committees;
- Conduct annual risk assessment per directorate, engaging all directors and heads of departments;
- Streamlining risk related documents and processes with National Treasury's Public Sector Risk Management Framework, King Code of Governance for South Africa, Committee of Sponsoring Organisations of the Treadway Commission (COSO), International Organisation for Standardisation (ISO 31000) and other relevant best practises;
- Regular communication and periodic updates from Risk Champions;
- Continuous communication with vendor for Risk Management System improvement (Ignite Risk Assist Module);
- Continuous professional development - attending Provincial CAE and CRO Forums;
- Providing continuous assistance to municipal employees on Risk Management matters.

Strategic Risks 2019/20

Risk Level	Risk Description	Current Controls	Residual Risk	Financial Year	Risk Actions
Strategic	Ageing and deterioration of fleet and small plant.	• Vehicle monitoring system in place to prevent abuse/ misuse of vehicles. • Annual budget provision for replacement/ purchase of vehicles.	High	2019/2020	• Review 2018/2019 Capital Replacement Plan for 2019/2020. • Submit 2019/2020 Capital Replacement 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	2019/2020	• 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	Effects of climate change on the natural	• Draft environmental overlay (including draft setback lines guides)	High	2019/2020	• Report on the adopted environmental overlay, which include the setback guidelines, to

Strategic Risks 2019/20					
Risk Level	**Risk Description**	**Current Controls**	**Residual Risk**	**Financial Year**	**Risk Actions**
	environment and infrastructure.	• Integrated Coastal Management Act • National Environmental Management Act • Environmental Management Framework and Spatial Development Framework (Integrated Development Framework) • Estuary Forums • Water Services Development Plan • Water source augmentation planning			inform the climate change strategy.
Strategic	Protest action / Civil unrest	• Local Economic Development and Social Development Departments in place to implement programmes to improve the socio economic conditions in Overstrand. • Traffic and Law Enforcement Units to respond to protest actions and civil unrest. • Collaboration with the SAPS to plan for and deal with protests and riots. • Utilisation of an eviction contractor. • Court interdicts • Business Continuity Framework • Collaboration between councillors and municipal officials to engage with communities to find solutions to problems giving rise to protest actions. • Indigent Policy and related subsidies	High	2019/20	• Report on the co-ordination and facilitation of the activities of law enforcement agencies and disaster management and other relevant role-players with the objective to include information, communication, early warning, rapid reaction in case of unrest (civil intolerance) and other policing incidents, threats and challenges and the facilitation of a district wide Joint Operation Centre as required over multiple municipal areas.

Strategic Risks 2019/20					
Risk Level	**Risk Description**	**Current Controls**	**Residual Risk**	**Financial Year**	**Risk Actions**
		• Municipal Infrastructure Grants (MIG)			
Emerging Strategic	Transmission and Spread of infectious epidemic/ pandemic diseases, i.e COVID-19, N1H1 influenza, Ebola, etc.	• Disaster management unit that is working in collaboration with other government spheres and institutions, to respond to COVID-19; • Disaster Management Plan in place; • Integrated municipal COVID-19 Response Plan; • The new Disaster Management Act Regulations, promulgated on 18 March 2020; • Promotion of social distancing; • Promotion of good hygiene practices; • Provision of Personal Protective Equipment/ clothing to all employees; • Public awareness's - distribution of flyers, pamphlets, placards and media releases with information from relevant sources, i.e. internal communication, WHO, NICD, Western Cape Dept of Health. Mayor's press releases to the public (internal and external); • Law Enforcement unit that is working in collaboration with other government spheres and institutions, e.g SAPS, to enforce COVID-19 Regulations.	High	2019/20	• Continuous monitoring and collaboration with all relevant stakeholders.

Strategic Risks 2019/20					
Risk Level	**Risk Description**	**Current Controls**	**Residual Risk**	**Financial Year**	**Risk Actions**
Strategic	Deteriorating socio economic conditions.	• Training programmes for the unemployed in entrepreneurship. • Utilising national government poverty alleviation programmes to provide assistance to households living in severe poverty. • Making use of supply chain as an economic lever. • Upskill and provide training for workers in the construction industry (at risk jobs).	Medium	2019/20	• Review socio economic profile of Overstrand to track impact and progress, including the identification of needs. • Align programmes/ projects in the IDP in accordance with the current socio economic profile.
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	2019/2020	• 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 Master plan • Water conservation bylaw • Clearing of alien vegetation. • Water Services Development Plan • Water source augmentation planning • Water demand management and conservation, including water restrictions and tariffs.	Medium	2019/2020	• Continuous monitoring of growth in population and water demand. • Calculation of demand projections. • Review long term planning based on projections and budgets
Strategic	Susceptibility of municipal staff and councillors to	• Code of Conduct for Municipal Staff Members	Medium	2019/2020	• Updated Fraud Prevention and Anti-Corruption Strategy, Policy and Plan.

Strategic Risks 2019/20					
Risk Level	**Risk Description**	**Current Controls**	**Residual Risk**	**Financial Year**	**Risk Actions**
	engage in fraud and corruption.	• Code of Conduct for Councillors • Code of Ethics for Municipal Staff • Human Resource Management (pre-employment screening, orientation, etc.) • Councillor orientation • MFMA regulations • Internal and external audits. • CCTV • Supervisory checks and reviews. • Separation of duties and authorities. • Policies (SCM, Contract Management, Asset Management, Administration of Immovable Property, Fraud Prevention and Anti-Corruption, Budget, Virement, Delegations of Powers and Duties) • Council oversight over budget spending.			• Compliance with S57A of the Municipal Systems Act. • Financial Misconduct Committee, that deals with fraud related misconducts
Strategic	Sustained financial viability	• IDP aligned to key objectives. • Budget is aligned to IDP. • SDBIP is informed by the IDP and budget. • Regular performance monitoring and evaluations (performance management system). • Monthly monitoring of audit actions plan.	Low	2019/2020	• Continuous monitoring of the effectiveness of controls in place

Strategic Risks 2019/20					
Risk Level	**Risk Description**	**Current Controls**	**Residual Risk**	**Financial Year**	**Risk Actions**
		• Long term financial plan • Monitoring of collection rate. • Public participation with regard to the IDP and budget process. • Dedicated revenue and debt collection department.			

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) meetings:

Committee	Date	Quorum	Risk Management Feedback
Fraud and Risk Management Committee	30 January 2020	Yes	The Committee considered and noted all Risk Management reports tabled for deliberation.
Fraud and Risk Management Committee	17 June 2020	Yes	The Committee considered and noted all Risk Management reports tabled for deliberation.

TABLE 43: RISK MANAGEMENT COMMITTEE MEETINGS HELD DURING THE 2019/20 FINANCIAL YEAR

The following Risk Management documents have been approved by Council:

Name of document	Reviewed (Yes/No)	Date Adopted
Risk Management Strategy	Yes	27 May 2020
Risk Management Policy	Yes	27 May 2020
Fraud and Risk Management Committee Terms of Reference	Yes	27 May 2020
Combined Assurance Policy Framework	Yes	24 June 2020

Name of document	Reviewed (Yes/No)	Date Adopted
Anti-Corruption and Fraud Prevention Strategy	Yes	24 June 2020
Anti-Corruption and Fraud Prevention Policy	Yes	24 June 2020
Anti-Corruption and Fraud Prevention Plan	Yes	24 June 2020

TABLE 44: RISK MANAGEMENT DOCUMENTS APPROVED DURING 2019/20 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

No new strategies were developed during 2019/20.

Name of strategy	Developed Yes/No	Date Adopted
Fraud Prevention and Anti-Corruption Strategy	Yes	31 October 2018

TABLE 45: 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.

Key Risk Areas	Key measures to curb corruption and fraud
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 46: 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 2019 – 30 June 2020 the Joint Audit and Performance Audit Committee held five (5) meetings and consisted of the members listed in the table below. Two new members (Mr. G Serfontein & Ms. M Koekemoer) were appointed on the Joint Audit and Performance Audit Committee with effect from 3 June 2019.

Name of representative	Capacity	Meeting dates
Mr. B Van Staaden	Chairperson	21 August 2019 17 September 2019 19 November 2019 03 March 2020 24 June 2020
Mr. RI Kingwill	Member	
Mr. M Mdludlu	Member	
Mr. G Serfontein	New member (date of appointment 3 June 2019)	
Ms. M Koekemoer	New member (date of appointment 3 June 2019)	

TABLE 47: MEMBERS OF THE JAPAC RE AUDIT COMMITTEE

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 2019 – 30 June 2020 the Joint Audit and Performance Audit Committee held five (5) meetings and consisted of the members listed in the table below. Two new members (Mr. G Serfontein & Ms. M Koekemoer) were appointed on the Joint Audit and Performance Audit Committee with effect from 3 June 2019.

Name of representative	Capacity	Meeting dates
Mr. B Van Staaden	Chairperson	21 August 2019 17 September 2019 19 November 2019 03 March 2020 24 June 2020
Mr. RI Kingwill	Member	
Mr. M Mdludlu	Member	
Mr. G Serfontein	New member (date of appointment 3 June 2019)	
Ms. M Koekemoer	New member (date of appointment 3 June 2019)	

TABLE 48: MEMBERS OF THE JAPAC RE PERFORMANCE AUDIT

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.

However, the Internal Audit function operated on a 50% staff complement, with effect from 15 October 2019, due to the resignation of an Internal Auditor and the promotion of another Internal Auditor within the municipality. The resignation and promotion were effective from 31 August 2019 and 15 October 2019 respectively. The vacant internal auditor positions were advertised twice with closing dates 23 September 2019 and 09 December 2019 however, no appointments could be made as applications received pursuant to the two advertisements did not meet the minimum requirements.

Annual Audit Plan:

53.6% of the Risk Based Audit Plan for 2019/20 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 2019/2020			200	25 June 2019
Phase 3				
Audit Engagement	**Departmental System**	**Detail**	**No of Hours**	**Date completed**
Office of the MM	Internal Audit	Updating audit coverage plan	40	June 2020
Directorate: Finance	Deputy Director: Finance	1st Bi-annual Key Control Assessment	120	September 2019
	Deputy Director: Finance	2nd Bi-annual Key Control Assessment	120	February 2020
	Financial Services Finance	Division of Revenue Act (DORA) Audit 2019/2020	190	February 2020
Directorate: Management Services	Management Services	Pre-determined objectives (4th Quarter: 2018/2019)	100	September 2019
	Management Services	Pre-determined objectives (1st Quarter: 2019/2020)	100	November 2019
	Management Services	Pre-determined objectives (2nd Quarter: 2019/2020)	100	January 2020
	Management Services	Pre-determined objectives (3rd Quarter: 2019/2020)	100	June 2020
	Management Services	Evaluating The Risk Management Process	180	June 2020
	Management Services	Combined Assurance (Bi-Annual) 1	120	February 2020

Description			No of Hours	Date completed
	Management Services	Combined Assurance (Bi-Annual) 2	120	February 2020
	Management Services	Matters struck from the court roll	277	March 2020
Infrastructure and Planning	Infrastructure and Planning	Loss of records	157	October 2019
Directorate: Protection Services	Protection Services	Follow-up: Armed robberies (susceptibility of armed robberies at municipal buildings)	100	March 2020
	Protection Services	Limited specialized emergency vehicles (fire, rescue and disaster management)	189	March 2020
	Protection Services	Lack of Disaster Management Function	129	March 2020
Municipal Manager/ Council	JAPAC	Reports of the Joint Audit and Performance Audit Committee (JAPAC) to the Overstrand Municipal Council period 2019/20	60	24 June 2020
Joint Audit & Performance Audit Committee			120	On-going
Audit Steering Committee			80	On-going
Total hours			**2702**	

TABLE 49: 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 2019/20 financial year	25 June 2019
Number of audits conducted and reported on	15
Audit reports included the following key focus areas:	
Key Control Assessments	2
Internal Controls	9
Predetermined Audit Objectives & Compliance Audits	4

TABLE 50: 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
Overstrand Municipality Tree By-Law	Tree policy adopted 29 March 2017	Yes	2 August 2019 in the Provincial Gazette

TABLE 51: 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
No new Policies were developed		

TABLE 52: 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	Projected plan for 2019/20 could not be executed due to unrest in parts of the Overstrand during 2018/19. While municipality was monitoring the communities which were protesting, an epidemic head the entire world including Overstrand, in March 202, the President announced a total lockdown due to Covid-19 also known as Corona virus. Planning are still in place but can only be executed when things are back to normal, and that can mean 2021/22.
Functional complaint management systems	Yes
Newsletters distributed at least quarterly	Yes, monthly

TABLE 53: COMMUNICATION ACTIVITIES

a) Service statistics for Communication

Type of service	2019/20
Number of monthly municipal newsletters published	12 per annum
Number of municipal events covered	27
Number of media enquiries & press releases issued	380

TABLE 54: SERVICE STATISTICS FOR COMMUNICATION

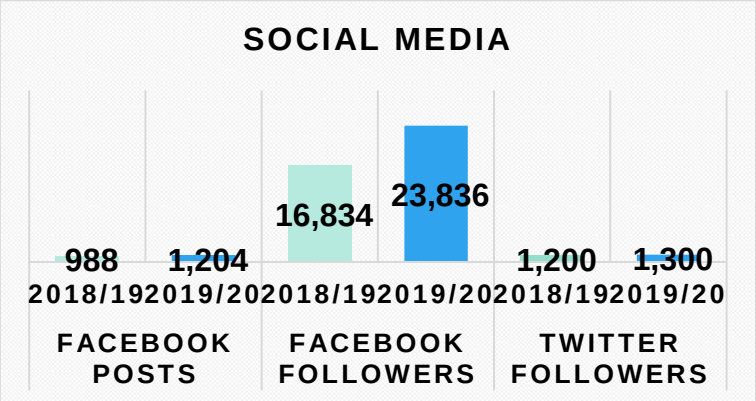


TABLE 55: SOCIAL MEDIA STATISTICS

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	27 May 2020 (Final)
Adjustment budget for 2018/19	1st Adjustment Budget – 4 December 2019 2nd Adjustment Budget – 3 March 2020
Monthly Budget Statement	Monthly
Budget implementation policy: Tariff policy	Council Meeting 27 May 2020
Budget implementation policy: Credit control policy	Council Meeting 27 May 2020
Budget implementation policy: Valuation By-Law	Council Meeting 27 May 2020
Budget implementation policy: Rates policy	Council Meeting 27 May 2020
Budget implementation policy: SCM policy	Council Meeting 27 May 2020
Annual report for 2018/2019	Audited Final Annual Report – 25 March 2020 Final Draft Annual Report 2018/2019 – 22 Jan 2020
Performance agreements required in terms of section 57 (1) (b) of the Municipal Systems Act for 2019/2020	12 June 2019
All quarterly reports tabled in the council in terms of section 52 (d) of the MFMA during 2018/19	Quarterly Budget Report published on 5 August 2019 (June Report) 4 November 2019 (September Report) 28 January 2020 (December Report) SDBIP Quarterly Reports published on 27 Nov 2019 (1st)

Documents published on the Municipal website	Date Published
	27 Feb 2020 (2nd) 12 June 2020 (3rd)

TABLE 56: 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 were done amongst households and businesses. The projected plan for a survey for 2019/20 could not be executed due to civil unrest in 2018 until early 2019. In 2020, it could not be executed due to Covid-19. A date to conduct the survey has not yet been determined as the country is still in lockdown.

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 2019/20 financial year:

Bid Specification Committee	Bid Evaluation Committee	Bid Adjudication Committee
77	71	30

TABLE 57: 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 58: 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 59: 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	97%
Director: Protection Services	100%
Director: Infrastructure & Planning Services	97%
Director: Economic and Social Development & Tourism	77%
Deputy Director Finance & SCM	100%

TABLE 60: 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
SC1995/2019	02/28/2020	Replacement of water meters in the Overstrand area, phase 4, for a contract period ending 30 June 2022	iKapa Reticulation and Flow CC	R 8 726 978.55

Bid number	Date of award	Title of bid	Successful Bidder	Value of bid awarded
SC1987/2019	25/10/2019	Management of informal settlements within the Overstrand area for a contract period ending 30 June 2022	Red Ant Security Relocation and Eviction Services (Pty) Ltd	R 8 472 169.97
SC2027/2019	13/12/2019	Upgrading of Hawston Sports Grounds	AmandlaGCF Construction CC	R 8 203 307.02
SC2002/2019	22/11/2019	Rehabilitation of residential roads with associated stormwater in Stanford and Blompark, Gansbaai	Zyfcon (Pty) Ltd	R 6 525 011.36
SC1966/2019	19/07/2019	Cleaning of stormwater and sewerage pipelines on an "as and when" required basis for a contract period ending 30 June 2022	Juno Corp (Pty) Ltd	R 6 111 509.40
SC2000/2019	20/09/2019	Construction of Bulk Stormwater Infrastructure in Blompark, Gansbaai	Smart Civil Construction (Pty) Ltd	R 5 251 827.62
SC2074/2020	08/05/2020	Microsoft Office 365: Migrate, Design, Install, Maintain and Train	First Technology Western Cape (Pty) Ltd	R 4 628 750.00
SC2081/2020	22/06/2020	Provision of Laboratory Services for the Monitoring of Water Quality in the Overstrand Municipal Area for a contract period ending 30 June 2023	Integral Laboratories (Pty) Ltd	R 4 571 646.54
SC1999/2019	08/10/2019	Lifesaving services for the Overstrand area for a contract period ending 30 June 2022	Overstrand Community Lifeguards CC	R 3 280 915.50
SC2046/2019	26/03/2020	Upgrading of Overhills Stormwater, Kleinmond	SR Civil Contractor (Pty) Ltd	R 3 170 374.77

TABLE 61: 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
SC2026/2019	TRANSVERSAL TERM CONTRACT RT57-2019: Supply and delivery of sedan, light and heavy commercial vehicles, busses, motor cycles, agricultural tractors, construction plant and equipment to the state for the period 1 April 2019 – 31 March 2022	Community Services: Operational Services	R 48 300 000.00

Bid number	Title of bid	Directorate and section	Value of bid awarded
SC1969/2019	Appointment of Consultants for various Engineering and Groundwater Projects in the Overstrand Municipal Area for a contract period ending 30 June 2022	Infrastructure & Planning: Engineering Planning	R 45 300 000.00
SC1752B/2017	Transversal Contract: Contract RT-46.2014: Appointment of a Service Provider for the Provision of Vehicle Fleet Management Services to the State for a period ending 31 March 2021	Community Services: Operational Services	R 42 033 990.46
SC1890A/2018	Amendment of Contract: Water and waste water bulk works operations and maintenance: Stanford upgraded waste water treatment works & Stanford upgraded water treatment works	Infrastructure & Planning: Engineering Planning	R 38 367 645.50
SC2060/2019	Construction of a Material Recovery Facility, a Public Drop off and a Garden Waste Chipping Area in Hermanus	Infrastructure & Planning: Solid Waste	R 17 200 000.00
SC2047/2019	Construction of Stormwater Infrastructure for Hermanus CBD and Industrial Area, Hermanus	Infrastructure & Planning: Engineering Planning	R 16 483 892.43
SC2028/2019	Construction of a 4mℓ reservoir in Masakhane, Gansbaai	Infrastructure & Planning: Engineering Planning	R 12 790 979.99
SC2018/2019	Construction of a 1.5mℓ reservoir and associated works in Pringle Bay	Infrastructure & Planning: Engineering Planning	R 10 559 986.36
SC1869B/2018	Amendment of Contract: Reseal and rehabilitation of roads in the Overstrand area for a contract period ending 30 June 2020	Community Services: Operational Services	R 5 882 130.85
SC2039/2019	Appointment of a South African National Accreditation system (SANAS) accredited verification agency (B-BBEE)	Finance: SCM	R 78 775.00
SC2034/2019	Appointment of a suitably qualified and experienced service provider to deliver specialist services in terms of the Municipality's current Supply Chain Management cycle	Finance: SCM	R 182 160.00

TABLE 62: AWARDS MADE BY THE ACCOUNTING OFFICER

d) Appeals Lodged by Aggrieved Bidders

Tender No	Description	Awarded to	Complainant	Date received	Outcome	Outcome Date
SC2008/2019	Lease of stands and or Beach Stalls	FJ Stemmet, M Smith, RJ Grobler, T & C Vendors, IC Cloete, 3L Development and Hermanus Fish and Chips CC	J Gonggrijp	13/12/2019	Letter answered by A Oliver	20/12/2019
SC2018/2019	Construction of a 1.5Mℓ reservoir and associated works in Pringle Bay	Rodpaul Construction (Pty) Ltd	WCB Holdings (Pty) Ltd	15/01/2020	Resolved - Appeal dismissed	11/02/2020
SC2027/2019	Upgrading of Hawston Sports Ground	Amandla GCF Construction CC	WCB Holdings (Pty) Ltd	15/01/2020	Resolved - Appeal dismissed	31/01/2020
SC2028/2019	Construction of a 4ML reservoir in Masakhane, Gansbaai	Khubeka Construction CC	WCB Holdings (Pty) Ltd	15/01/2020	Resolved - Appeal dismissed	11/02/2020

TABLE 63: 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	32	6.91%	R 15 020 703.98	15.91%
Clause 36(1)(a)(ii)- Sole Supplier	18	3.89%	R 27 523 846.26	29.15%
Clause 36(1)(a)(iii)- Unique arts	0	0%	R0.00	0%
Clause 36(1)(a)(v)- Impractical / impossible	413	89.20%	R 51 868 528.52	54.94%
Total	**463**	**100%**	**R 94 413 078.76**	**100%**

TABLE 64: SUMMARY OF DEVIATIONS

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

Type of deviation	Number of deviations	%	Value of deviations	Percentage of total deviations value
Strip-and-quote	0	0%	R0.00	0%
Impractical / impossible	30	7.26%	R 10 607 087.40	20.45%
Unskilled Labour (LLPP)	0	0%	R0.00	0%
Acquisition of legal services	12	2.91%	R 39 178 047.24	75.53%
Advertisements	335	81.11%	R 1 843 960.64	3.56%
Accommodation and travel	0	0%	R0.00	0%
Membership and subscription	12	2.91%	R 82 592.17	0.16%
Conferences and workshops	19	4.60%	R 132 781.32	0.26
Use of couriers	5	1.21%	R 24 059.75	0.04
Sheriffs of the court	0	0%	R0.00	0%
Inadequate procurement planning	0	0%	R0.00	0%
Total	**413**	**100%**	**R 51 868 528.52**	**100%**

TABLE 65: 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 2020, the value of stock at the municipal stores amounted to **R9 591 980.25 (R9 591 980.25 in 2018/2019)**

For the **2019/2020** financial surplus of **R461.57** was accounted for (**R497.69 in 2018/2019),** as deficits **R0.00** (**–R3 427.73** in **2018/19**) 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 2019/20 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 2019/20 compared to actual performance in 2018/19.

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 2019/20

a) Adoption of a Performance Management Framework

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.

b) The IDP and the Budget

The 2nd review of the 5 year IDP (2019/20) and the budget for 2019/20 were approved by Council on 29 May 2019. 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 2019/20 IDP Review 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 7: 2017/2021 IDP STRATEGIC DIRECTION (RETAINED IN 2019/20 IDP REVIEW)

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 for the 2019/20 financial year was approved by the Executive Mayor on 4 June 2019.

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):

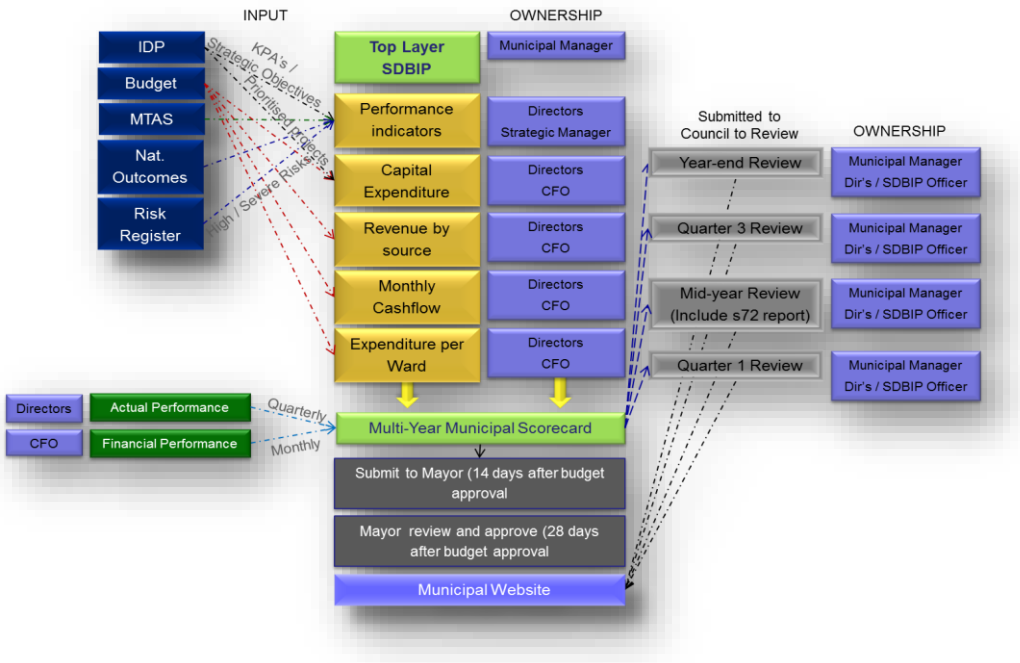


FIGURE 8: ESTABLISHMENT, COMPONENTS AND REVIEW OF THE TOP LAYER SDBIP

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:

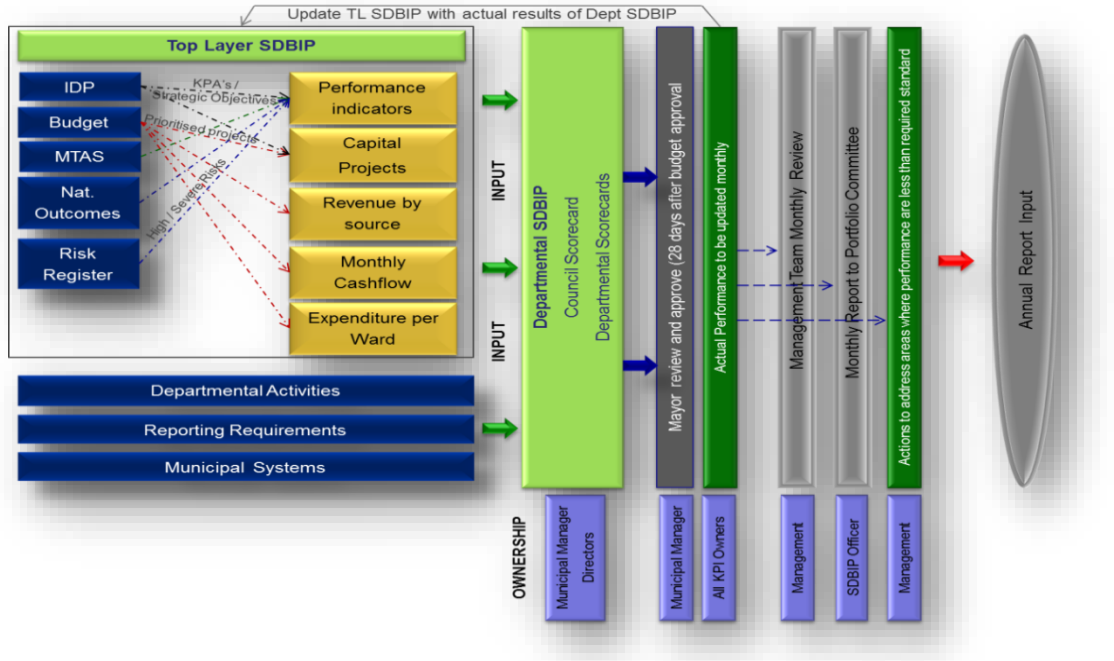


FIGURE 9: ESTABLISHMENT, COMPONENTS AND REVIEW OF DEPARTMENTAL SDBIP

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 4 June 2019 and the information was uploaded 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 30th of October 2019 (Agenda item 5.14) and the second quarterly report submitted on the 22nd of January 2020 (Agenda item 4.8). The third quarter report was submitted to Council on the 27th of May 2020 (Agenda item 5.24) and the 4th quarter report was submitted on the 29th of July 2020 (Agenda item 5.2).
- 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 19th of November 2019, 03rd of March 2020 and the 24h of June 2020.
- 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 2019/20 financial year were signed on 10 June 2019 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 2019: Formal evaluations took place on 12 September 2019. Period ending 31 December 2019: Formal evaluations took place 19 February 2020.

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 2019/20

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.

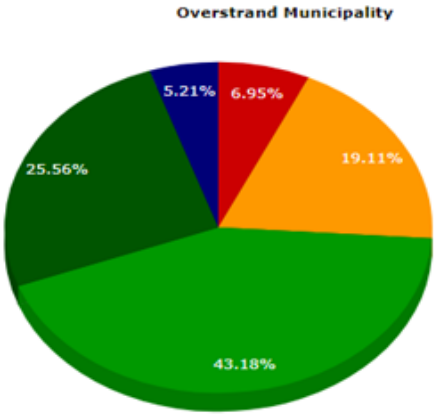
The following table explains the method by which the overall assessment of actual performance against targets set for the key performance indicators (kpi's) of the SDBIP is measured:

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 10: 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 2019/20



Overstrand Municipality	
Not Met	28 (6.95%)
Almost Met	77 (19.11%)
Met	174 (43.18%)
Well Met	103 (25.56%)
Extremely Well Met	21 (5.21%)
Total:	403*
	100%

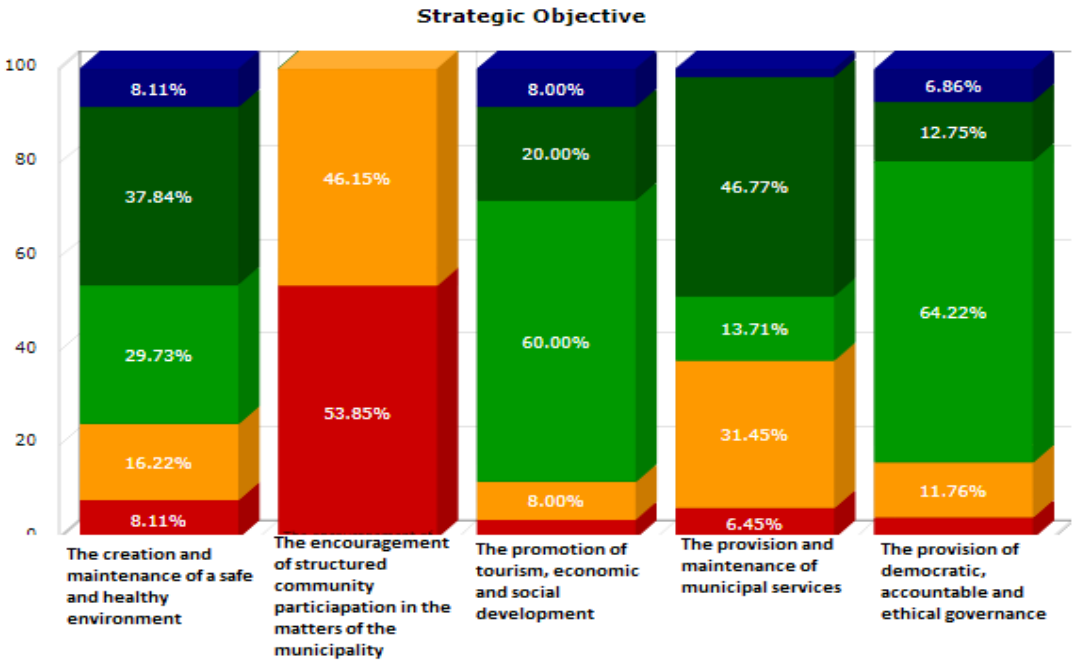


FIGURE 11: OVERALL PERFORMANCE PER STRATEGIC OBJECTIVE

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	Wards	Actual 2018/2019	Overall performance for 2019/2020							Corrective Measures
						Target					Actual		
						Q1	Q2	Q3	Q4	Annual Target			
TL7	The provision of democratic, accountable and ethical governance	Submit quarterly progress reports on the revision of the top 10 risks as a corrective action to the Executive Management Team	Number of progress reports submitted	All	3	1	0	2	1	**4**	**4**	G	Target met
TL13	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) (MPPMR Reg 10 (g))	Ratio achieved	All	6.53	0	0	0	3	**3**	**7.62**	B	Target met extremely well met
TL14	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)(MPPM	Ratio achieved	All	22.94%	0	0	0	15	**15**	**25.06**	B	Target met extremely well met

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020							Corrective Measures
						Target					Actual		
						Q1	Q2	Q3	Q4	Annual Target			
		R Reg 10 (g))											
TL15	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) (MPPMR Reg 10 (g))	% achieved	All	10.02%	0.00 %	0.00 %	0.00 %	14.75 %	**14.75%**	**12.33 %**	B	Target met extremely well met
TL16	The provision of democratic, accountable and ethical governance	Financial statements submitted to the Auditor-General by 31 August 2019	Financial statements submitted	All	0	1	0	0	0	**1**	**1**	G	Target met
TL17	The provision of democratic, accountable and ethical governance	Submit a reviewed long term financial plan to the CFO by end of October 2019	Reviewed long term financial plan submitted	All	1	0	1	0	0	**1**	**1**	G	Target met
TL20	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	% of the training budget spent on implementation of the WSP	All	100%	20.00%	40.00%	60.00%	100.00 %	**100.00%**	**84.54 %**	O	Target almost met. All training had to be put to a halt because of COVID-19. Training will resume in the new financial year.

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020							Corrective Measures
						Target					Actual		
						Q1	Q2	Q3	Q4	Annual Target			
		divided by the budget allocated) (MPPMR Reg 10 (f))											
TL21	The provision of democratic, accountable and ethical governance	Review the Municipal Organisational Staff Structure by the end of June 2020	Structure reviewed	All	1	0	0	0	1	**1**	**1**	G	Target met
TL22	The provision of democratic, accountable and ethical governance	Revise the Section 14 Access to Information Manual by the end of June 2020 to ensure compliant and up to date policies	Manual revised	All	1	0	0	0	1	**1**	**1**	G	Target met
TL23	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	92.30%	92.00%	92.00%	92.00%	92.00 %	**92.00%**	**90.64 %**	O	Target not achieved due to COVID-19 Lockdown. Recruitment and selection processes resumed on the 17th of June 2020.
TL24	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	The number of people from EE target groups employed	All	68	67	67	67	67	**67**	**71**	G2	Target well met

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020							
						Target					Actual		Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target			
		municipality's approved employment equity plan (MPPMR Reg 10 (e))											
TL39	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	98.67%	96.00%	96.00%	96.00%	96.00%	**96.00%**	**97.10%**	G2	Target well met
TL41	The provision of democratic, accountable and ethical governance	Sign section 56 performance agreements with all directors by the end of July 2019	Number of agreements signed	All	6	6	0	0	0	**6**	**6**	G	Target met
TL42	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	6	1	1	1	1	**4**	**5**	G2	Target well met
TL43	The provision of democratic, accountable and ethical governance	Bi-annual formal performance appraisals of the section 56 appointees	Number of appraisals	All	12	6	0	6	0	**12**	**12**	G	Target met

Ref	Strategic Objective	KPI	Unit of Measurement	Wards	Actual 2018/ 2019	Overall performance for 2019/2020							Corrective Measures
						Target					Actual		
						Q1	Q2	Q3	Q4	Annual Target			
		for the previous financial period April to June 2019 to be completed by Sept 2019 and the current period October to December 2019 to be completed by February 2020.											
TL44	The provision of democratic, accountable and ethical governance	Submit the final Annual report and oversight report to Council before 31 March 2020	Final Annual report and oversight report submitted	All	1	0	0	1	0	**1**	**1**	G	Target met
TL45	The provision of democratic, accountable and ethical governance	Prepare the final IDP for submission to Council by the end of May 2020	Final IDP submitted	All	1	0	0	0	1	**1**	**1**	G	Target met
TL46	The provision of democratic, accountable and ethical governance	Draft the annual report and submit to the Auditor-General by the end of August 2019	Draft Annual report submitted	All	1	1	0	0	0	**1**	**1**	G	Target met
TL47	The provision of democratic, accountable and ethical governance	Submit the Final MTREF budget by the end of May 2020	Final Budget submitted	All	1	0	0	0	1	**1**	**1**	G	Target met

TABLE 66: 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	Wards	Actual 2018/2019	Overall Perofrmance for 2019/2020							Corrective Measures
						Target					Actual		
						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 annum	All	114	26	26	26	39	117	77	R	Target not met. Reduced number of official meetings for 2019/2020 due to the COVID-19 pandemic.

TABLE 67: 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 Description	Unit of Measurement	Wards	Actual 2018/19	Overall Performance for 2019/2020							Corrective Measures
						Target					Actual	R	
						Q1	Q2	Q3	Q4	Annual Target			
TL25	The creation and maintenance of a safe and healthy environment	Annually review and submit Disaster Management Plan to Council by the end of October 2019	Reviewed plan submitted	All	1	0	1	0	0	**1**	**1**	G	Target met

TL26	The creation and maintenance of a safe and healthy environment	Review Community Safety Plan in three year cycle by end of June of the third year in conjunction with the Department of Community Safety	Plan reviewed	All	New Kpi	0	0	0	1	**1**	**0**	R	Target not met due to Covid -19 National Lockdown. Review will be conducted in the new financial year 2020/2021
TL27	The creation and maintenance of a safe and healthy environment	Arrange public awareness sessions on Protection Services	Number of sessions held	All	118	15	22	32	31	**100**	**103**	G 2	Target well met
TL28	The creation and maintenance of a safe and healthy environment	Collect R16,500,000 Public Safety Income by 30 June 2020 (Actual revenue, excluding the fine impairment amount)	R-value of public safety collected income	All	R15,493,008.04	R4 125 000.00	R4 125 000.00	R4 125 000.00	R4 125 000.00	**R16 500 000.00**	**R17 347 607.03**	G 2	Target well met

TABLE 68: 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 Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020							
						Target							Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target	Actual	R	
TL8	The promotion of tourism, economic and social development	Provide four progress reports on LED, Social Development and Tourism initiatives to Council by end June 2020 (Refers to the 4th quarter report of previous financial year and three progress reports for the 2019/20 financial year)	Number of progress reports on LED, Social Development & Tourism initiatives	All	3	1	1	1	1	**4**	**4**	G	Target met
TL9	The promotion of tourism, economic and social development	Provide a schedule of funded events to the Executive Mayor for sign off by end of July 2019	Number of schedules submitted	All	1	1	0	0	0	**1**	**1**	G	Target met
TL10	The promotion of tourism, economic and social development	Support 120 SMME's in terms of the SMME Development Programme by 30 June 2020	Number of SMME's supported	All	120	0	60	0	60	**120**	**160**	G2	Target well met
TL11	The promotion of tourism, economic and social development	Report on projects/ initiatives in collaboration with other stakeholders for local economic development, social development and tourism	Number of projects / initiatives collaborated on	All	14	3	3	3	3	**12**	**28**	B	Target extremely well met

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020							
						Target							Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target	Actual	R	
TL12	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 1020 work opportunities) (MPPMR Reg 10 (d))	Number of temporary jobs created	All	1048	0	580	210	230	**1 020**	**1 060**	G2	Target well met
TL40	The promotion of tourism, economic and social development	Support 50 SMME's in terms of the Emerging Contractor Development Programme by 30 June 2020	Number of Emerging Contractors supported	All	52	0	25	0	25	**50**	**61**	G2	Target well met

TABLE 69: 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 Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020							Corrective Measures
						Target							
						Q1	Q2	Q3	Q4	Annual Target	Actual	R	
TL1	The provision and maintenance of municipal services	98% of the operational conditional grant (Libraries,CDW) spent (Actual expenditure divided by the total grant received)	% of total conditional operational grants spent (Libraries, CDW)	All	100%	20.00%	50.00%	75.00%	98.00%	**98.00%**	**98.49%**	G2	Target well met
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	112,982	0	15 000	65 000	100 000	**100 000**	**104 952**	G2	Target well met
TL3	The provision and maintenance of municipal services	Quality of effluent comply 90% with licence and/ or general limit in terms of the Water Act (Act 36 of 1998)	% compliance	All	95.77%	90.00%	90.00%	90.00%	90.00%	**90.00%**	**86.34%**	O	The upgraded Stanford WWTW have been commissioned. Investigations for the upgrade of the Kleinmond and Hawston WWTW's have been completed. The upgrade/refurbish of the Kleinmond WWTW is included in the approved 3 year capital budget.
TL4	The provision and maintenance of municipal services	Quality of potable water comply 95% with SANS 241	% compliance with SANS 241	All	98.90%	95.00%	95.00%	95.00%	95.00%	**95.00%**	**98.45%**	G2	Target well met

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020							
						Target							Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target	Actual	R	
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	24.25%	0.00 %	0.00 %	0.00 %	19.00 %	**19.00%**	**23.04%**	R	To continue with pipe and meter replacements in the 2020/2021 financial year.
TL18	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) x 100}	% of electricity unaccounted for	All	6.45%	0.00 %	0.00 %	0.00 %	7.50 %	**7.50%**	**6.02%**	B	Target extremely met
TL19	The provision and maintenance of municipal services	Report on the implementation of the Water Service Development plan annually by the end of October	Report submitted	All	1	0	1	0	0	**1**	**1**	G	Target met
TL29	The provision and maintenance of municipal services	Provision of water to informal households (excluding invaded state owned land and private land) 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 (excluding invaded land unsuitable for housing and private land)	All	284	0	0	0	285	**285**	**317**	G 2	Target well met

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020							
						Target							Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target	Actual	R	
TL30	The provision and maintenance of municipal services	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	29,800	0	0	0	29 800	**29 800**	**29 946**	G 2	Target well met
TL31	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))(MPPMR Reg 10 (a))	Number of formal households for which refuse is removed at least once a week	All	33,105	0	0	0	33 105	**33 105**	**33 366**	G 2	Target well met
TL32	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 (MPPMR Reg 10 (a))	Number of weekly reomoval of refuse in informal households (Once per week = 52 weeks per annum	All	52	0	0	0	52	**52**	**53**	G 2	Target well met

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020							
						Target							Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target	Actual	R	
TL33	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) (MPPMR Reg 10 (a))	Number of formal households that meet agreed service standards	All	21,332	0	0	0	21 048	**21 048**	**21 546**	G 2	Target well met
TL34	The provision and maintenance of municipal services	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	7,630	7 450	7 450	7 450	7 450	**7 450**	**7 595**	G 2	Target well met

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020							
						Target							Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target	Actual	R	
TL35	The provision and maintenance of municipal services	Percentage of a municipality's capital budget actually spent on capital projects identified for 2019/20 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	100.21 %	5.00 %	20.00%	55.00%	95.00 %	**95.00%**	**76.53%**	O	The international Covid-19 pandemic resulted in a National lockdown in the country from midnight, 26 March 2020. This impacted severely on the % of the capital budget spent for the 2019/2020 financial period. Many of the impacted projects have been included as Roll-over Capital Projects on the 2020/21 Budget as approved by Council on 27/5/2020 to mitigate completion.
TL36	The provision and maintenance of municipal services	The provision of sanitation services to informal households (excluding invaded state owned land and private land) 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 (excluding invaded land unsuitable for housing and private land)	All	881	0	0	0	884	**884**	**885**	G 2	

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020							
						Target							Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target	Actual	R	
TL37	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 fianancial system (SAMRAS)) (MPPMR Reg 10 (a))	No of formal residential households which are billed for sewerage in accordance to the SAMRAS financial system	All	29,631	0	0	0	29 631	**29 631**	**30 060**	G 2	
TL38	The provision and maintenance of municipal services	100% of the Municipal Infrastructure Grant (MIG) spent by 30 June 2020 (Actual MIG expenditure/Allocation received)	% expenditure of allocated MIG funds	All	100%	5.00 %	40.00%	62.40%	100.00%	**100.00 %**	**77.00%**	O	An application for rolling over the funding will be submitted to COGTA and NT
TL48	The provision and maintenance of municipal services	Provision of water to informal households on invaded land with available funding ("Land Invasion" refers to the illegal occupation of land, with the intention of establishing dwellings / a settlement upon it. An invasion may be by one individual or by hundreds of households).	The number of taps installed for informal households on invaded land with available funding	All	88	0	0	0	98	**98**	**104**	G 2	Target well met

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020							
						Target							Corrective Measures
						Q1	Q2	Q3	Q4	Annual Target	Actual	R	
TL49	The provision and maintenance of municipal services	The provision of sanitation services to informal households on invaded land with available funding ("Land Invasion" refers to the illegal occupation of land, with the intention of establishing dwellings / a settlement upon it. An invasion may be by one individual or by hundreds of households).	The number of toilets provided for informal households on invaded land with available funding	All	120	0	0	0	130	**130**	**137**	G2	Target well met

TABLE 70: 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 (2019/2020)								
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (2018/2019) (1-5)**	**Comment and/or corrective action when under performed**	**Average rating (2019/2020) (1-5)**	**Comment and/or corrective action when under performed**
INFRASTRUCTURE & PLANNING								
Operation of the Gansbaai Landfill, Stanford Public Drop-off and Pearly Beach Drop-off	Enviro Serv Waste Management (Pty) Ltd.	Operation of the Gansbaai landfill, Stanford Public Dr.	13	Social Responsibility	3	Satisfactory	2	Satisfactory
				Economic Development	3	Satisfactory	2	Satisfactory
				Completion within budget	3	Satisfactory	3	Satisfactory
				Compliance with technical specifications	3	Satisfactory	2	Satisfactory
				Compliance with Health and Safety Specifications	3	Satisfactory	3	Satisfactory
				Compliance with Programme	3	Satisfactory	3	Satisfactory
Water and waste water bulk works operations and maintenance	Veolia Water Solutions & Technologies South Africa	Operation and Maintenance	15	4% Sub-contracting to local EME's and QSE's	3	Satisfactory	2	Satisfactory
				Completion within budget	3	Satisfactory	3	Satisfactory
				Compliance with health & safety specifications	3	Satisfactory	3	Satisfactory

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 (2019/2020)								
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (2018/2019) (1-5)**	**Comment and/or corrective action when under performed**	**Average rating (2019/2020) (1-5)**	**Comment and/or corrective action when under performed**
INFRASTRUCTURE & PLANNING								
				Compliance with technical specifications	3	Satisfactory	3	Satisfactory
				Compliance within programme	3	Satisfactory	3	Satisfactory
				Social Responsibility	2	Satisfactory	2	Satisfactory

TABLE 71: 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 & Social Development and Tourism

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
LED						
Provision of a parking management system for Hermanus central business district (CBD) for a contract period ending 30 June 2020	Afrilands Capes	Provision of Parking Management Services for CBD	2.4	Back End (Office) Platform	0.25	Average
				Communication	0.25	Average
				Health and Safety	0.25	Average
				Information Signs	0.25	Average
				Job Creation	0.25	Average
				Management	0.25	Average
				Management Reports	0.25	Average
				Parking Bays	0.25	Average
				Record Keeping	0.25	Average
				The 'Park, Pay and Display' printed receipt	0.25	Average
				The System	0.25	Average
Deviation: Management of Overstrand Municipality's Junior Council Project	Enlighten Education Trust	Project Management	2.5	Annual inauguration of the Junior Town Council (JTC)	0.33	Average

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
LED						
				Centralised meeting	0.50	Average
				Community Projects	0.33	Average
				Leadership Camp	0.33	Average
				Orientation Tour x 2	0.25	Average
				Public speaking	0.50	Average

TABLE 72: SERVICE PROVIDER PERFORMANCE- ECONOMIC & SOCIAL DEVELOPMENT AND TOURISM SERVICES

iii. Financial Services

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Finance						
Payment Collection System	Easypay (Pty) Ltd	Collection of 3rd party moni	15.4	Timeous Deposits	3	Satisfactory
Free Basic Electricity (ESKOM CLIENTS)	ESKOM Holdings Limited - ACC: 5915465827	50 kWHto Eskom Indigent Clients	12.3	50 kWh electricity supply to indigent households	3	Fine

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Finance						
Provision of Loan Finance to Overstrand Municipality	ABSA Corporate & Business Bank	External Loan Finance	15	Interest Rate	2.75	Satisfactory
Human Resources Management and Payroll Business System	PAYDAY Software Systems (Pt) Ltd	Human Resources Management and Payroll Business System	6	Human Resources Management and Payroll Business System	3	Satisfactory
Supply and delivery of printing paper, Ink toners, Cartridges and Ribbons to Overstrand Municipality for a contract period ending 30 June 2020	Palmerton Cartridges	Delivery of printing paper, ink toners, cartridges	3	Time, Cost, Quality	2.83	Satisfactory
Supply and delivery of printing paper, Ink toners, Cartridges and Ribbons to Overstrand Municipality for a contract period ending 30 June 2020	Complete Printer Solutions (Pty) Ltd	Delivery of printing paper, ink toners, cartridges	3	Time, Cost, Quality	3	Complied
Supply and delivery of printing paper, Ink toners, Cartridges and Ribbons to Overstrand Municipality for a contract period ending 30 June 2020	CHM Vuwani Computer Solutions (Western Cape) (Pty) Ltd	Supply and Delivery of printing paper, ink toners, cartridges	3	Time, Cost, Quality	3	Complied
Disconnection & Reconnection of Electricity Supply and Installation & Removal of Water Flo Restrictions for a contract period ending 30 June 2020	Red Ant Security Relocation & Eviction Services (Pty) Ltd (ME	Disconnection and reconnection of services	3	Disconnection and reconnection of services	3	Complied
Printing and Distribution of Municipal Accounts and Newsletters for a contract period ending 30 June 2020	CAB Holdings (Pty) Ltd	Printing and Distribution of Mun Accounts & Newsle	3	Printing and distribution of Municipal accounts and Newsletters	3	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Finance						
Compilation of supplementary valuation rolls for a contract period ending 30 June 2020	Boland Valuers	Specialized Nature – MPRA Requirements	3	Data in the right format	2.92	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	Complied
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	Complied
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	Complied
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	Complied

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**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	Flo-Rite Irrigation	Supply and Delivery of Plumbing Material Plumbing	2.9	Time, Cost, Quality	3	Complied
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	Complied
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	Complied
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	Complied
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	Complied
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	Complied
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	Complied
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	Complied

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Finance						
Supply and Delivery of Electrical Inventory items for a contract period ending 30 June 2020	Whale Rock Industries CC	Supply and Delivery of Electrical Inventory Items	2.8	Time, Cost, Quality	3	Complied
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	Complied
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	Complied
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	Complied
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	Complied
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	Complied
Supply and Delivery of Electrical Inventory items for a contract period ending 30 June 2020	Momar	Supply and Delivery of Electrical Inventory Items	2.8	Time, Cost, Quality	1.75	Complied
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	2.33	Complied

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**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	Complied
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	2.75	Complied
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	Complied
Supply and Delivery of Electrical Inventory items for a contract period ending 30 June 2020	Strike Technologies A division of Penbro Kelnick (Pty) Ltd	Supply and Delivery of Electrical Inventory Items	2.8	Time, Cost, Quality	3	Complied
Provision of meter reading software for mobile devices for a contract period ending 30 June 2021	Metermo (Pty) Ltd	Provision of meter reading software	3	Provision of meter reading Software for Mobile Devices	3	Satisfactory
Provision of water and electricity meter reading services for a contract period ending 30 June 2021	Arendse RW	Reading of meters on a monthly basis	3	Reading of meters on a monthly basis	3	Satisfactory
Provision of water and electricity meter reading services for a contract period ending 30 June 2021	Simanyene Holdings (Pty) Ltd	Reading of meters	3	Reading of meters on a monthly basis	3	Satisfactory
Provision of water and electricity meter reading services for a contract period ending 30 June 2021	Appel VM	Provision of water and electricity meter readings	3	Provision of water and electricity meter readings on a monthly basis	3	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Finance						
Provision of water and electricity meter reading services for a contract period ending 30 June 2021	Fuze Geomatics CC	Reading of water and electricity meters	3	Provision of monthly water and electricity meter readings	2.92	Satisfactory
Provision of water and electricity meter reading services for a contract period ending 30 June 2021	Four Helps Enterprise	Provision of water and electricity meter readings	3	Monthly meter readings	3	Complied
Provision of on-line electronic searches and verification of information for a contract period ending 30 June 2021	Lexisnexis Risk Management (Pty) Ltd	On-Line Electronic Searches and Verification	3	Accuracy of Invoices	2.58	Satisfactory
				On-Line Link to deeds office	2.75	Satisfactory
Management of the short-term insurance portfolio of the Overstrand Municipality for a contract period ending 30 June 2021	AON South Africa	Management of Short-term Insurance Portfolio	3	Annual renewal & placement of the Municipality's Insurance Portfolio, effective from 01/07/2019 & 01/01/2020 respectively.	3	Satisfactory
				Capacity Building - Training of Municipal staff and active skills transfer.	3	Satisfactory
				Claims Administration - Submit monthly updated reports in respect of insurance claims submitted, indicating the status of each claim.	2.92	Satisfactory
				Placement of Municipality's Insurance Portfolio with effect from 01/07/2018	3	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Finance						
Provision of transit of monies for a contract period ending 30 June 2021	Fidelity Cash Solutions (Pty) Ltd	Transit of monies	3	Transit of Monies	2.92	Complete on time
Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2021	Daleth Energy (Pty) Ltd	Supply and delivery of tissue paper products and c	2.9	Time, Cost, Quality	3	Reviewed
Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2021	Nikolai Projects (Pty) Ltd	Supply and delivery of tissue paper products and c	2.9	2018/2019 Economic Development Target 20% of Purchases must be made in the Overstrand Area Target date 30 April 2019	3.17	Satisfactory
				2019/2020 Economic Development Target 35% of Purchases must be made in the Overstrand Area Target date 30 April 2020	3	Satisfactory
				2020/2021 Economic Development Target 50% of Purchases must be made in the Overstrand Area Target date 30 April 2021	3	Complied
				Time, Cost, Quality	3	Reviewed
Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2021	Startune (Pty) Ltd	Supply and delivery of tissue paper products and c	2.9	Time, Cost, Quality	3	Reviewed
Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2021	PTA Agencies (Pty) Ltd	Supply and delivery of tissue paper products and c	2.9	Time, Cost, Quality	3	Reviewed

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Finance						
Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2021	AGMA Trading Use H97130	Supply and delivery of tissue paper products and c	2.9	Time, Cost, Quality	3	Reviewed
Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2021	Caprichem SACCS (Pty) Ltd	Supply and delivery of tissue paper products and c	2.9	Time, Cost, Quality	3	Reviewed
Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2021	Heroes Of Favor Trading (Pty) Ltd	Supply and delivery of tissue paper products and c	2.9	2018/2019 Economic Development Target 20% of Purchases must be made in the Overstrand Area Target date 30 April 2019	2.25	Satisfactory
				2019/2020 Economic Development Target 35% of Purchases must be made in the Overstrand Area Target date 30 April 2020	2.25	Satisfactory
				2020/2021 Economic Development Target 50% of Purchases must be made in the Overstrand Area Target date 30 April 2021	2.25	Satisfactory
				Time, Cost, Quality	2.25	Reviewed
Supply and delivery of tissue paper products and cleaning materials for a contract period ending 30 June 2021	TSCH International Holdings (Pty) Ltd	Supply and delivery of tissue toilet paper and cle	2.9	2018/2019 Economic Development Target 20% of Purchases must be made in the Overstrand Area Target date 30 April 2019	3	Reviewed
				2019/2020 Economic Development Target 30% of Purchases must be	3	Reviewed

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Finance						
				made in the Overstrand Area Target date 30 April 2020		
				2020/2021 Economic Development Target 50% of Purchases must be made in the Overstrand Area Target date 30 April 2021	3	Reviewed
				Time, Cost, Quality	3	Reviewed
Supply and delivery of electrical items for a contract period ending 30 June 2021	Industrial Poles and Masts (Pty) Ltd	Supply and delivery of electrical items	1.1	Time, Cost, Quality	3	Average
Supply and delivery of electrical items for a contract period ending 30 June 2021	M and T Power (Pty) Ltd	Supply and delivery of electrical items	1.9	Time, Cost, Quality	3	Reviewed
Supply and delivery of electrical items for a contract period ending 30 June 2021	Startune (Pty) Ltd	Supply and delivery of electrical items	1.9	Time, Cost, Quality	3	Reviewed
Supply and delivery of electrical items for a contract period ending 30 June 2021	P H Marketing (Pty) Ltd	Supply and delivery of electrical items	1.9	Time, Cost, Quality	3	Reviewed
Supply and delivery of wheelie binds, hardware products and lubricant products for a contract period ending 30 June 2021	Startune (Pty) Ltd	Supply and delivery of wheelie binds, hardware pro	2.9	Time, Cost, Quality	3	Comply
Supply and delivery of wheelie binds, hardware products and lubricant products for a contract period ending 30 June 2021	TSCH International Holdings (Pty) Ltd	Supply and delivery of wheelie binds, hardware pro	2.9	Time, Cost, Quality	3	Reviewed

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Finance						
Supply and delivery of wheelie binds, hardware products and lubricant products for a contract period ending 30 June 2021	Piston Power Chemicals CC	Supply and delivery of wheelie binds, hardware pro	2.9	Time, Cost, Quality	3	Reviewed
Supply and delivery of wheelie binds, hardware products and lubricant products for a contract period ending 30 June 2021	PTA Agencies (Pty) Ltd	Supply and delivery of wheelie binds, hardware pro	2.9	Time, Cost, Quality	3	Reviewed
Supply and delivery of wheelie binds, hardware products and lubricant products for a contract period ending 30 June 2021	Memotek Trading CC	Supply and delivery of wheelie binds, hardware pro	2.9	Time, Cost, Quality	3	Reviewed
Supply and delivery of protective clothing for the Overstrand Municipality for a contract period ending 30 June 2021	TRF Sport	Supply and delivery of protective clothing	2.8	Time, Cost, Quality	2.83	Satisfactory
Supply and delivery of protective clothing for the Overstrand Municipality for a contract period ending 30 June 2021	Startune (Pty) Ltd	Supply and delivery of protective clothing	2.8	Time, Cost, Quality	3	Reviewed
Provision of Water & Electricity Meter Reading Services for Gansbaai and Hangklip Estates for a contract period ending 30 June 2021	Fuze Geomatics CC	Meter readings for Gansbaai & Hangklip Estates	2.7	Monthly meter readings	3	Satisfactory
Supply and delivery of electrical items for a contract period ending 30 June 2020	Electrical products a division of Actom (Pty) Ltd	Electrical Goods	3	Is the supplier keeping to the Specification and agreed quality as per the agreement.	3	Within milestone

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Finance						
				Measure cost as per BAC award. Is the Supplier keeping to within the BAC escalation award.	3	Within milestone
				Measure Time as per Lead time on BID	3	Within milestone
				Supply and delivery of electrical products	3	Within milestone
Provision and Administration of an electricity prepayment vending system for a contract period ending 30 June 2022	Ontec Systems (Pty) Ltd	Administration of Electricity prepayment system	3	Provision and Administration of Prepaid Electricity	2.92	Satisfactory
Provision of Banking Services for a contract period ending 30 June 2024	Nedbank Limited	Banking Services	5	Providing Banking Services	2.67	Satisfactory
Appointment of a suitable qualified and experienced service provider to deliver specialist services in terms of the Municipality's current supply chain management cycle.	Altimax (Pty) Ltd	Consultancy Services	0.4	Cost	3	Average
				Quality	3	Average
				Time	3	Average
Appointment of a South African National Accreditation System (SANAS) Accredited verification agency (B-BBEE)	AAA BEE Verification Agency CC – DIR'D Muni Acc	Verification of B-BBEE status	0.3	Cost	1	Average
				Quality	1	Average
				Time	1.25	Reviewed

TABLE 73: SERVICE PROVIDER PERFORMANCE - FINANCIAL SERVICES

iv. Management Services

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Management Services						
Document archiving and automated process and workflow business system.	Business Engineering (Pty) Ltd	Provision of On-site-support	6	Administration	2.75	Compliant
				Pro-Active Support	2.75	Compliant
				Re-Active Support	2.75	Compliant
				Site Health Management	2.75	Compliant
				Technical support	2.75	Compliant
				Training	2.75	Compliant
				Workflow optimisation	2.75	Compliant
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	6	Quality to support services of software	2.75	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	6	Ignite Supplier Performance	3.17	Complied
				Service Delivery Budget Implementation Plan	3.17	Complied

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Management Services						
SITA - Business Agreement	SITA (Pty) Ltd	Business between Overstrand & SITA (Procurement)	5	To consolidate and coordinate the State's information technology resources to achieve cost savings through scale, increase delivery capabilities and enhance interoperability	2.75	Satisfied
Proposed Amendment of SC1793/2017: The Acquisition of a capped ELA Licensing fee for the GIS System for a contract period ending 30 June 2023	ESRI (Environmental Systems Research Institute SA (Pty) Ltd)	Yearly Licences	6	Availability of Licences	3.58	Satisfied
Amendment Of SCD2897/2016: Lease Agreement for the Hawston, Onrus Radio Mast site for hosting 7 Antennae for a contract period ending 30 June 2020	RFG Electronics CC	Lease Agreement - 7 x Antennae on mast	3	Hosting of 7 x antennae on mast	2.75	Satisfied
Subscription for online access to legal information for a contract period ending 30 November 2019	Lexisnexis (Pty) Ltd - 460160	Online access to legal information	2	Subscription for online access to legal information for a contract period ending 30 November 2019.	3	Satisfied
Proposed amendment upgrade, maintenance and support of Overstrand Municipality's radio frequency network for a contract period ending 30 June 2018	COMSOL Networks (Pty) Ltd (Commucation Solutions)	Upgrade, Maintenance & Support RF Network	3	Upgrade, Maintenance & Support of RF Network	2.75	Satisfied
Provision of Multi-Functional office machines for a contract period ending 30 June 2021	Evolution Technology Group (Pty) Ltd	Provision of MF Office Machines	2.7	Supply & Maintenance of MF Office Machines	2.75	Satisfied

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Management Services						
Provision of Multi-Functional office machines for a contract period ending 30 June 2021	Konica Minolta SA a division of Bidvest Office (Pty) Ltd	Provision of MF Office Machines	2.7	Supply & Maintenance of MF Office Machines	2.75	Satisfied
Provision of Multi-Functional office machines for a contract period ending 30 June 2021	MOtswako Office Solutions (Pty) Ltd	Provision of MF Office Machines	2.7	Supply & Maintenance of MF Office Machines (Plan Printer)	2.75	Satisfied
Deviation: Service and Maintenace of 3 x Multi-Functional Office Machines in the Overstrand Area	Nashua Breede Valley	Service and Maintenance of 3 x MF Office Machines	1	Service and Maintenance of 3 x MF Office Machines	0.50	Average
Deviation: Upgrade of IT Help Desk Software License and 3 year Annual Maintenance and Support Renewal	ITR Technology	Supply of License & 3Yr Annual Maintenance & Spprt	3	Supply of License & 3Yr Annual Maintenance & Support	2.75	Satisfied
Deviation: Upgrade of IT Help Desk Software License and 3 year Annual Maintenance and Support Renewal	ITR Technology	Supply of License & 3Yr Annual Maintenance & Spprt	3	Upgrade of IT Help Desk Software License and 3 year Annual Maintenance and Support Renewal	2.75	Satisfied
Provision of Afrikaans/English and Isixhosa language proof-reading editing services for a contract period ending 31 Desember 2019	Masiqhame Trading 77 CC	Provision of Translation, Editing, Interp, Proof R	1	Provision of Afrikaans/English and Isixhosa language proof-reading editing services for a contract period ending 31 Desember 2019	0.75	Average
Provision of services to host, maintain, possibly re-design and upgrade the website of the Overstrand Municipality for a contract period ending 30 June 2022	Maxitec	Website hosting	3	Provision of services to host, maintain, possibly re-design and upgrade the website	1.50	Average

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Management Services						
Health and Safety Training for Managers	SA Fire Watch (Pty) Ltd	Health and Safety Training for Managers	0.1	Health and Safety for Managers	2	Satisfied
Online subscription for access to legal information for a 12 month period	Lexisnexis (Pty) Ltd - 460160	Online Subscription for access to legal information	1	Online Services Up and Running	1.25	Satisfied
Upgrade, Maintenance of Digital Mobile Network and Supply of Equipment	Altron Nexus (Pty) Ltd	Upgrade, Maintenance of Digital Radio Network	2.1	Supply of Equipment	0.25	Satisfied
				Upgrade, Maintenance of Digital Radio Network	0.25	Satisfied
Microsoft Office 365 Migrate, Design, Install, Maintain and Train	First Technology Western Cape (Pty) Ltd	MS Office 365	2.1	MS Office - Migrate, Design, Install, Maintain & Training	0.25	Satisfied

TABLE 74: SERVICE PROVIDER PERFORMANCE - MANAGEMENT SERVICES

v. Infrastructure and Planning Services

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
Leasing for the Operation of Illuminated street signs in the Overstrand Municipal Area	Directosign North (Pty) Ltd	Leasing for the Operation of Illuminated street signs	9.9	Comply with the conditions of the lease agreement	2.5	Satisfactory
Implementing Agent for the Housing Projects in the Overstrand Municipal Area	Motlekar Overstrand (M5 Overstrand)	Implementing of Housing	14.2	Cost of project	2.75	Satisfactory
				Quality control	3	Satisfactory
				Timeframe	3	Satisfactory
(Buildman) the Provision of Information Technology related Services and Systems	Water Management Services CC	Licences	9	All licenses and software versions must be up to date	3	Satisfactory
Amendment of SC1635A/2015: Provision of Geographic Information Systems (GIS) Services in the Overstrand Municipality Area Ending 30 June 2023	ESRI (Environmental Systems Research Institute SA (Pty) Ltd)	GIS Services	6	GIS Services Automated Programing and Cadastral maintenance	3.75	Satisfactory
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	Compliance with Technical Specifications	3.5	Satisfactory
				Compliance within programme	3.5	Satisfactory
	Cayuga		2.4	Labour	3	Reviewed
				Site Meetings	3	Reviewed

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
Labour Tender for Medium Voltage and Low Voltage Electrical Reticulation in the Overstrand Municipal Area For a contract period ending 30 June 2020		Labour for MV & LV Electrical Reticulation		Tax Invoices	3	Reviewed
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	Reviewed.
				Site Meetings	3	Reviewed
				Tax Invoices	3	Reviewed
Re-Electrification of Mandela Square, Zwelihle, Hermanus	VE Reticulation (Pty) Ltd	Re-electrification of Mandela Square in Zwelihle	3	Local labour & Emerging Contractors	3	Reviewed
				Re-Electrification of Mandela Square	3	Reviewed.
				Site Meetings	3	Reviewed
				Tax Invoices	3	Reviewed
Transport of Containerised Municipal Solid Waste and Chipping of Garden Waste For a contract period ending 30 June 2021	Enviroserv Waste Management	Haulage of waste and chipping of garden waste	3	Compliance with Health & Safety Specifications	3	Satisfactory
				Completion within Budget	3	Satisfactory
				Compliance with Technical Specifications	2.83	Satisfactory
				Compliance Within Programme	3	Satisfactory
				Economic Development	2.5	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
				Social Responsibility	2.75	Satisfactory
Upgrade of Stanford Waste Water Treatment Works: Civil Works	Inyanga Projects CC	Construction of WWTW upgrades Civil Work	1.2	Completion within budget	0.5	Average
				Compliance with Health & Safety Specifications	0.5	Average
				Compliance with Technical Specifications	0.5	Average
				Compliance within Programme	0.5	Average
Upgrade of Stanford Waste Water Treatment Works: Mechanical / Electrical	Inenzo Water (Pty) Ltd	Mechanical & Electrical Upgrade of Stanford WWTW	1.2	Completion within budget	3	Satisfactory
				Compliance with Health & Safety Specifications	3	Satisfactory
				Compliance with Technical Specifications	3	Satisfactory
				Compliance within Programme	3	Satisfactory
Review of Overstrand Municipality spatial development framework	Urban Dynamics South Cape (Pty) Ltd	Professional Services	1.9	Overstrand SDF Review	2.25	Satisfactory
Gansbaai and Stanford Supply area: MV/LV And RMU Upgrade	Adenco Construction (Pty) Ltd	Electrical Engineering	0.7	Acceptable level of contract administration and quality of work.	0.67	Average
				Adherence to Occupational Health and Safety Act	0.50	Average

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
				Keeping deadlines as per approved program.	0.33	Average
				Monthly claims strictly in accordance with the tendered cash flow program.	0.42	Average
				Number local jobs created and money retained in community.	0.50	Average
				Regular updating and final submission of as-built information.	0.67	Average
				Response time to queries.	0.67	Average
				Submission at each site meeting of photo's of site taken on continuous basis.	0.67	Average
				Submission of accurate claims on time.	0.50	Average
				Training provided for local residents employed.	0.50	Average
Operation of Gansbaai Landfill, Stanford public drop-off and Pearly Beach drop-off For a contract period ending 30 November 2032	Enviroserv Waste Management	Operation of Gansbaai landfill, Stanford Public dr	13.8	Completion within budget	3	Satisfactory
				Compliance with Health & Safety Specifications	3	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
				Compliance with Technical Specifications	2.92	Satisfactory
				Compliance within Programme	3	Satisfactory
				Economic Development	2.50	Satisfactory
				Social Responsibility	2.75	Satisfactory
Auditing of Electricity Meters, Connections & Automatic Geyser Control Devices in the Overstrand Municipal Area For a contract period ending 30 June 2021	Ontec Systems (Pty) Ltd	Auditing of electrical meters & ACD units	2.4	Site Meetings	3	Reviewed
				Tax Invoices	3	Reviewed
MV and LV Upgrade & Replacement in Hermanus, Hawston and Kleinmond Areas	Adenco Construction (Pty) Ltd	Upgrade of MV and LV	0.5	Payment Certificates	0.75	Average
				Site Meetings	0.75	Average
Installation of Sewer Reticulation at Gansbaai, Stanford and Hermanus	Benver Civils and Plant Hire CC	Construction of sewer pipelines	1.3	Completion within budget	3	Satisfactory
				Compliance with Health & Safety Specifications	3	Satisfactory
				Compliance with Technical Specifications	3	Satisfactory
				Compliance within Programme	3	Satisfactory
Installation of Sewer Reticulation in Kleinmond Phase 1	Venleo Group (Pty) Ltd	Construction of Sewer Pipelines	2.3	Completion within budget	3	Satisfactory
				Compliance with Health & Safety Specifications	3	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
				Compliance with Technical Specifications	3	Satisfactory
				Compliance within Programme	2.25	Satisfactory
Replacement of water pipes, Rooi Els to Hermanus and Construction of sewer pipelines	Trenchless Technologies CC	Construction of pipelines	0.9	Completion within budget	2	Satisfactory
				Compliance with Health & Safety Specifications	1.83	Satisfactory
				Compliance with Technical Specifications	2	Satisfactory
				Compliance within Programme	1.58	Satisfactory
Hawston sports grounds: New tennis and netball courts, phase 1	Cape Asphalt CC	Construction	0.6	Cost	2.75	Satisfactory
				Quality	2.75	Satisfactory
				Time	2.50	Satisfactory
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	Re-Solve Consulting (Pty) Ltd	Engineering Consultants	2.9	Completion within budget	2.75	Not use yet
				Compliance with Technical Specifications	2.75	Not use yet
				Compliance within Programme	2.75	Not use yet
				Social Responsibility	2.75	Not use yet
			2.9	Completion within budget	2.75	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**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 2022	Ingerop South Africa (Pty) Ltd	Consulting Engineering Services		Compliance with Technical Specifications	2.75	Satisfactory
				Compliance within Programme	2.75	Satisfactory
				Social Responsibility	2	Satisfactory
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	Deca Consulting Engineers CC	Consulting Engineering Services	2.9	Completion within budget	2.75	Not use yet
				Compliance with Technical Specifications	2.75	Not use yet
				Compliance within Programme	2.75	Not use yet
				Social Responsibility	2.75	Not use yet
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	JG Afrika (Pty) Ltd	Consulting Engineering Services	2.9	Completion within budget	2.75	Not use yet
				Compliance with Technical Specifications	2.75	Not use yet
				Compliance within Programme	2.75	Not use yet
				Social Responsibility	2.75	Not use yet
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	Uhambiso Consult	Consulting Engineering Services	2.9	Completion within budget	2.75	Not use yet
				Compliance with Technical Specifications	2.75	Not use yet
				Compliance within Programme	2.75	Not use yet
				Social Responsibility	2.75	Not use yet

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**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 2022	AVDM Consulting Engineers & Project Managers CC	Consulting Engineering Services	2.9	Completion within budget	2.75	Satisfactory
				Compliance with Technical Specifications	2.75	Satisfactory
				Compliance within Programme	2.75	Satisfactory
				Social Responsibility	1.92	Busy Planning Implementation
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	Royal Haskoningdhv (Pty) Ltd	Consulting Engineering Services	2.9	Completion within budget	2.75	Not use yet
				Compliance with Technical Specifications	2.75	Not use yet
				Compliance within Programme	2.75	Not use yet
				Social Responsibility	2.75	Not use yet
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	EFG Engineers (Pty) Ltd	Consulting Engineering Services	2.9	Completion within budget	2.75	Satisfactory
				Compliance with Technical Specifications	2.75	Satisfactory
				Compliance within Programme	2.75	Satisfactory
				Social Responsibility	2.42	Busy Implementing
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	Geohydrological & Spatial Solutions Inter (Pty) Ltd (GEOSS)	Consulting Engineering Services	2.9	Completion within budget	2.75	Not use yet
				Compliance with Technical Specifications	2.75	Not use yet

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
				Compliance within Programme	2.75	Not use yet
				Social Responsibility	2.75	Not use yet
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	JPCE (Pty) Ltd	Consulting Engineering Services	2.9	Completion within budget	2.75	Satisfactory
				Compliance with Technical Specifications	3.33	Good Work
				Compliance within Programme	2.75	Satisfactory
				Social Responsibility	2.50	Satisfactory
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	Daveng Consulting Engineers	Consulting Engineering Services	2.9	Completion within budget	2.75	Satisfactory
				Compliance with Technical Specifications	2.75	Satisfactory
				Compliance within Programme	2.75	Satisfactory
				Social Responsibility	1.92	Busy Planning Implementing
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	Water & Wastewater Engineering (Pty) Ltd	Consulting Engineering Services	2.9	Completion within budget	2.75	Not use yet
				Compliance with Technical Specifications	2.75	Not use yet
				Compliance within Programme	2.75	Not use yet
				Social Responsibility	2.75	Not use yet
	WEC Consult		2.9	Completion within budget	2.75	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**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 2022		Consulting Engineering Services		Compliance with Technical Specifications	2.75	Satisfactory
				Compliance within Programme	2.75	Satisfactory
				Social Responsibility	1.92	Busy Planning Implementing
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	GIBB (PTY) LTD (ARCUS GIBB)	Consulting Engineering Services	2.9	Completion within budget	2.75	Satisfactory
				Compliance with Technical Specifications	2.75	Satisfactory
				Compliance within Programme	2.75	Satisfactory
				Social Responsibility	1.92	Busy Planning Implementing
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	Delta Built Environment Consultants (Pty) Ltd	Consulting Engineering Services	2.9	Completion within budget	2.75	Not use yet
				Compliance with Technical Specifications	2.75	Not use yet
				Compliance within Programme	2.75	Not use yet
				Social Responsibility	2.75	Not use yet
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	IX Engineers (Pty) Ltd	Consulting Engineering Services	2.9	Completion within budget	2.75	Satisfactory
				Compliance with Technical Specifications	2.75	Satisfactory
				Compliance within Programme	2.75	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
				Social Responsibility	1.92	Busy Planning Implementing
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	UDS Africa Professional Services Provider & Project Managers	Consulting Engineering Services	2.9	Completion within budget	2.75	Satisfactory
				Compliance with Technical Specifications	2.75	Satisfactory
				Compliance within Programme	2.75	Satisfactory
				Social Responsibility	1.92	Busy Planning Implementing
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	Nextec Industrial Technologies (Pty) Ltd	Consulting Engineering Services	2.9	Completion within budget	2.75	Satisfactory
				Compliance with Technical Specifications	2.75	Satisfactory
				Compliance within Programme	2.75	Satisfactory
				Social Responsibility	2.42	Satisfactory
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	HHO Africa	Consulting Engineering Services	2.9	Completion within budget	2.75	Not use yet
				Compliance with Technical Specifications	2.75	Not use yet
				Compliance within Programme	2.75	Not use yet
				Social Responsibility	2.75	Not use yet
			2.9	Completion within budget	2.75	Not use yet

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**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 2022	Lukhozi Consulting Engineers (Pty) Ltd	Consulting Engineering Services		Compliance with Technical Specifications	2.75	Not use yet
				Compliance within Programme	2.75	Not use yet
				Social Responsibility	2.75	Not use yet
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	SMEC South Africa (Pty) Ltd	Consulting Engineering Services	2.9	Completion within budget	2.75	Not use yet
				Compliance with Technical Specifications	2.75	Not use yet
				Compliance within Programme	2.75	Not use yet
				Social Responsibility	2.42	Not use yet
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	Element Consulting Engineers (Pty) Ltd	Consulting Engineering Services	2.9	Completion within budget	2.75	Satisfactory
				Compliance with Technical Specifications	2.75	Satisfactory
				Compliance within Programme	2.75	Satisfactory
				Social Responsibility	1.92	Busy Implementing
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	Aurecon South Africa (Pty) Ltd (Oorgeneem by Netgroup150313)	Consulting Engineering Services	2.9	Completion within budget	2.75	Satisfactory
				Compliance with Technical Specifications	2.75	Satisfactory
				Compliance within Programme	2.75	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
				Social Responsibility	2	Busy Planning Implementing
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	GLS Consulting (Pty) Ltd	Consulting Engineering Services	2.9	Completion within budget	2.75	Satisfactory
				Compliance with Technical Specifications	2.75	Satisfactory
				Compliance within Programme	2.75	Satisfactory
				Social Responsibility	2.08	Busy Implementing
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	Motla South (Pty) Ltd	Consulting Engineering Services	2.9	Completion within budget	2.75	Not use yet
				Compliance with Technical Specifications	2.75	Not use yet
				Compliance within Programme	2.75	Not use yet
				Social Responsibility	2.42	Not use yet
Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area For a contract period ending 30 June 2022	Neil Lyners and Associates (RF) (Pty) Ltd	Consulting Engineering Services	2.9	Completion within budget	2.75	Satisfactory
				Compliance with Technical Specifications	2.75	Satisfactory
				Compliance within Programme	2.75	Satisfactory
				Social Responsibility	2.08	Good
			2.9	Completion within budget	2.75	Not use yet

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**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 2022	Bigen Africa Services (Pty) Ltd	Consulting Engineering Services		Compliance with Technical Specifications	2.75	Not use yet
				Compliance within Programme	2.75	Not use yet
				Social Responsibility	2.75	Not use yet
Deviation: Servicing of the Gansbaai material recovery facility bailer and Ad-Hoc repairs	Akua Manufacturing Engineering Co (Pty) Ltd	Servicing Maintenance of Bailer	2.8	Completion within budget	2.50	Satisfactory
				Compliance with Health & Safety Specifications	2.50	Satisfactory
				Compliance with Technical Specifications	2.50	Satisfactory
				Compliance within Programme	2.50	Satisfactory
Appointment of architects, architectural technologists structural engineers and quantity surveyors For a contract period ending 30 June 2021	Engelbrecht and scorgie architectural offices	Drawing Services	1.9	Cost	2.50	Satisfactory
				Quality	2.50	Satisfactory
				Work done in time-frame	2.67	Satisfactory
Appointment of architects, architectural technologists structural engineers and quantity surveyors For a contract period ending 30 June 2021	Bergstan South Africa	Do Structural designs and site management	1.9	Work done in agreed time frame	2.50	Satisfactory
				Work to be done to an acceptable standard as per ECSA requirements	2.50	Satisfactory
				Work to be done to the agreed cost	2.50	Satisfactory
			1.9	Work done in agreed time frame	2.50	No work done yet

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
Appointment of architects, architectural technologists structural engineers and quantity surveyors For a contract period ending 30 June 2021	Aurecon South Africa (Pty) Ltd (Oorgeneem by Netgroup150313)	Do structural designs and site management if Bergs		Work to be done to an acceptable standard	2.50	No work done yet
				Work to be done within the agreed cost	2.50	No work done yet
Appointment of architects, architectural technologists structural engineers and quantity surveyors For a contract period ending 30 June 2021	Mngoma seedat and associates CC	Do quantity surveying on projects where required	1.9	Work to be done to an acceptable standard	2.50	Satisfactory
				Work to be done within agreed cost	2.50	Satisfactory
				Work to be done within agreed time frame	2.50	Satisfactory
Deviation: Supply of web based power quality monitoring system and maintenance of related instruments	CT Lab (PTY) LTD	Power Quality monitoring system & maintenance	0.8	Power Quality	2.50	Satisfactory
Deviation: Upgrade of the Stanford Waste Water Treatment Works Mechanical/Electrical Works & Civil Works	Inenzo Water (PTY) LTD	Construction	1.1	Completion within budget	2.50	Satisfactory
				Compliance with Health & Safety Specifications	2.50	Satisfactory
				Compliance with Technical Specifications	2.50	Satisfactory
				Compliance within Programme	2.50	Satisfactory
Survey of Erven 1 & 407, Hawston & Erf 385, Westcliff, Hermanus	Van Dyk & Associates Inc	Survey of erven	0.2	Survey of Erven 1 and 407, Hawston and Erf 384, Westcliff, Hermanus	0.50	Good

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
				Time, Cost & Quality	0.25	Good
Deviation: Upgrade of the Stanford Waste Water Treatment Works Mechanical/Electrical Works & Civil Works	Hiload Inyanga Construction (Pty) Ltd	Construction	1.1	Compliance with Health & Safety Specifications	2.50	Satisfactory
				Compliance with Technical Specifications	2.50	Satisfactory
				Completion within budget	2.50	Satisfactory
				Compliance within Programme	2.50	Satisfactory
Calibration of the Weighbridge at Gansbaai Landfill Site	Massamatic (Pty) Ltd	Calibration of the Weighbridge at Gansbaai	0.3	Completion within budget	1.25	Satisfactory
				Compliance with Health & Safety Specifications	1.25	Satisfactory
				Compliance with Technical Specifications	1.25	Satisfactory
				Compliance within Programme	1.25	Satisfactory
Construction of Bulk Stormwater Infrastructure in Blompark Gansbaai	Smart Civil Construction	Installation of stormwater infrastructure	0.4	Budget	2.25	Satisfactory
				Quality	2.33	Satisfactory
				Time	2.42	Satisfactory
Rehabilitation of Residential Roads with Associated Stormwater in Stanford and Blompark, Gansbaai	Zyfcon (Pty) Ltd	Rehabilitation of roads	0.4	Cost	1	Average
				Quality	1	Average
				Time	1	Average

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
Education Awareness puppet shows and live theatre for scholars to create awareness for water conservation, waste recycling and environmental conservation	Story Team (Pty) Ltd	Puppet Show And Live theatre For Scholars	2.4	Compliance within Programme	1.50	Not use yet
				Completion within budget	1.58	Not use yet
				Compliance with Health & Safety Specifications	1.50	Not use yet
				Compliance with Technical Specifications	1.50	Not use yet
				Social Responsibility	1.50	Not use yet
Upgrading of Hawston Sports Ground	Amandla Construction	Upgrading of sport infrastructure	0.5	Budget	1	Average
				Quality	1	Average
				Time	1	Average
				Compliance with Health & Safety Specifications	1	Average
				Compliance with Technical Specifications	1	Average
				Compliance within Programme	1.25	Average
Construction of a 1.5Ml Reservoir and Associated works in Pringle Bay	Rodpaul Construction (Pty) Ltd	Construction of reservoir	1.4	6% SUB-CONTRACTING OF LOCAL EME's AND QSE's	1	Average
				Completion within budget	1	Average
				Compliance with Health & Safety Specifications	1	Average

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Infrastructure & Planning						
				Compliance with Technical Specifications	1	Average
				Compliance within Programme	1	Average
				Social Responsibility	1	Average
Compilation of a Rehabilitation and Management Plan For paddavlei, Hawston	Blue Science (Pty) Ltd	Compilation of Rehabilitation and Management Plan	0.3	Monthly Progress Report	1	Average
Excavation, Transporting and Disposing of Previously General Waste at Hawston Landfill Site	SHC Civils and Maintenance	Excavation of Waste & Transport to Landfill	0.5	Completion within budget	2	Satisfactory
				Compliance with Health & Safety Specifications	2	Satisfactory
				Compliance with Technical Specifications	2	Satisfactory
				Compliance within Programme	2	Satisfactory

TABLE 75: SERVICE PROVIDER PERFORMANCE- INFRASTRUCTURE AND PLANNING SERVICES

vi. Community Services

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Community Services						
(EMIS) The provision of Information Technology Related Services and Systems	Water Management Services CC	Asset Maintenance Management System License fees	9	All licenses up to date and informed when new version of software is/will be available	3	Satisfactory
				Cost	3	Satisfactory
				Quality	3	Satisfactory
				Time (Delivery)	3	Satisfactory
Business system through which the maintenance of all property nd infrastructure assets in the Municipality is done.	Water Management Services CC	Operational Systems	6	Cost	3	Satisfactory
				Quality	3	Satisfactory
				Time (Delivery)	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 2021	Transit Solutions (Pty) Ltd	Provision of Fleet Management Services	3.8	Cost (Price)	3	Satisfactory
				Quality	3	Satisfactory
				Time (Delivery)	3	Satisfactory
Application of Road Markings on the Overstrand Municipal Road Network for Contract period ending 20 June 2020	Coalition Trading 606 CC	Road Markings on the Overstrand Road Network	3	Cost (Price)	3	Satisfactory
				Quality	3	Satisfactory
				Time (Delivery)	3	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Community Services						
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
				Supply and Deliver doors in time	3	Satisfactory
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
	Asphalt King		2.9	Cost (Price)	3	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Community Services						
Supply and Delivery of Bitumen products for a contract period ending 30 June 2020		Supply and Delivery of Bitumen products		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	3	Effective communication	4	Satisfactory
				Effective emergency communication	3.58	Satisfactory
Hire of Plant and Equipment for a Contract Period ending 30 June 2020	Salandra Ondernemings Bk	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	Moreson Grondverskuiwers Bk	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	Need Compost 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	FG Jacobs Transport CC	Hire of Plant and Equipment	2.8	Cost (Price)	3	Satisfactory
				Quality	3	Satisfactory
				Time (Delivery)	3	Satisfactory
	Mpeke Plant Hire (Pty) Ltd		2.8	Cost (Price)	3	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Community Services						
Hire of Plant and Equipment for a Contract Period ending 30 June 2020		Hire of Plant and Equipment		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	1.92	Satisfactory
				Time (Delivery)	1.67	Satisfactory
Supply and Delivery of Galvinised Metal Roof Sheets for a contract period ending 30 June 2020	Aquaduct Trading	Supply and delivery of roof sheets	2.8	The delivery of metal roof sheets on time.	2.50	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 (ME	Management of Informal Settlements	2	The accurate, daily numbering and mapping of all housing units, per informal settlement.	0.25	Average
				The execution of at least one daily preventative patrol by vehicle and foot patrol	0.50	Average
				The immediate demolition of newly built/erected illegal informal housing units/structures.	0.25	Average
				The immediate removal of newly built/erected informal housing	0.25	Average

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**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	0.25	Average
				The removal of the demolished building material to a place of safekeeping provided by the municipality	0.25	Average
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

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Community Services						
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
Supply and Delivery of Construction Materials for a Contract Period ending 30 June 2020	Africa CD	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	Salandra Ondernemings Bk	Supply and Delivery of Construction Materials	2.7	Cost (Price)	3	Satisfactory
				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	Reviewed
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

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Community Services						
Supply and Delivery of Swimming pool chemicals for a contract period ending 30 June 2020	Ndulamiso Aqua Solutions	Swimming pool chemicals	2.5	Swimming pool chemicals arte delivered within 5 days after issuing an order	2.25	Satisfactory
				Swimming pool chemicals meet the standard of quality specified on the contract	3	Satisfactory
Supply and Delivery of Swimming pool chemicals for a contract period ending 30 June 2020	Valiphi Cleaning Professionals (Pty) Ltd	Swimming pool chemicals Liquid Pool Acid	2.5	Swimming pool chemicals are delivered within 5 days after issuing an order	3	Satisfactory
				Swimming pool chemicals delivered meet the standard of quality specified on the contract.	3	Satisfactory
Hiring of Sewage Vacuum tankers for a contract period ending 30 June 2021	Juno Corp (Pty) Ltd (Prev Jetvac South Africa (Pty) Ltd)	Hiring of Sewage Vacuum Tankers	3	Cost	3	Satisfactory
				Quality	3	Satisfactory
				Time	3	Satisfactory
Management of Gansbaai Caravan park for a contract period ending 30 June 2021	Stevens N	Management of Gansbaai Caravan Park	3	Management	3	Satisfactory
Provision of hygiene services for a contract period ending 30 June 2021	Imvula Services Group (Pty) Ltd	Hygiene Services	2.9	Service Delivery & Consumables	3	Satisfactory
		Provision of Small Works & Maintenance	2.8	Cost (Price)	3.08	Satisfactory
				Quality	3	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Community Services						
Provision of small works and maintenance as and when needed for a contract period ending 30 June 2021	Alan Bailey Civil Engineering & Construction CC			Time	3	Satisfactory
Reseal and rehabilitation of roads in the Overstrand area for a contract period ending 30 June 2020	Actophambili Roads (Pty) Ltd	Reseal and rehabilitation of roads in the Overstrand	1.8	Cost (Price)	3	Satisfactory
				Quality	3	Satisfactory
				Time	3	Satisfactory
Chemical Control of Weeds on Sport Turf & Public open spaces in the Overstrand for a contract period ending 30 June 2021	Henchem	Chemical Control of Weeds	2.7	Compliance according to specifications	3	Reviewed
Repair and Maintenance of Diesel Boiler Systems at Onrus Caravan Park for a contract period ending 30 June 2021	BLT Boiler Services CC	Repair and Maintenance of Diesel Boilers	2	BLT Boiler Services CC	2.50	Satisfactory
Cleaning of Stormwater and Sewerage Pipelines on an "as and when" Required for a Contract Period ending 30 June 2022	Juno Corp (Pty) Ltd	Cleaning of Stormwater and Sewerage Pipelines	2.9	Cost	2.75	Satisfactory
				Quality	2.75	Satisfactory
				Social Responsibilities	2.58	Satisfactory
				Time	2.50	Satisfactory
Repair of Small Plant (Lawnmowers, Weed Eater, etc.) for a contract period ending 30 June 2022	Hermanus Mower Centre	Repair of Small Plant	2.9	Cost	2.75	Satisfactory
				Quality	2.75	Satisfactory
				Social Responsibilities	2.75	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Community Services						
				Time	2.75	Satisfactory
Pruning and Felling of Trees in Hermanus, Kleinmond and Stanford areas for a contract period ending 30 June 2022	Uhlaza Group	Pruning and Felling of Trees	3	Pruning and Felling of Trees	2.75	Reviewed
Supply and Delivery of High Visible Reflective Jackets	Blackbird Trading 311 CC	Supply and Delivery of High Visible Reflective JA	0.8	Delivery of Jackets within 3 weeks	2.50	Satisfactory
				Supply and Deliver as per tender specs	2.50	Satisfactory
				Supply of High Viz Jackets at per Tender Specs	2.25	Satisfactory
Provision of Garden Maintenance Services in Hermanus area, For a contract period ending 30 June 2022	Hire Thina General Trading (Pty) Ltd	Garden Maintenance	2.8	Quality & Time	2.50	Satisfactory
Provision of Garden Maintenance Services in Hermanus area, For a contract period ending 30 June 2022	JC Krohn	Garden Maintenance Services	2.8	Provision of Garden Maintenance Services	2	Satisfactory
Provision of Garden Maintenance Services in Hermanus area, For a contract period ending 30 June 2022	Indalo Yethu Construction and Projects (Pty) Ltd	Garden Maintenance	2.8	Quality & Time	2.50	Satisfactory
Supply and Delivery of Wast Skip Bins	Transtech	Supply and Delivery of Waste Skip bins	0.1	Time/Quality	2	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Community Services						
Management of Informal Settlements within the Overstrand area for a Contract period ending 30 June 2022	Red Ant Security Relocation & Eviction Services (Pty) Ltd (ME	Management of Informal Settlements	2.7	Daily Monitoring and Demolition of Illegal Structures	1.25	Average
Provision and Maintenance of Small bore sewage connections in Hermanus for a contract period ending 30 June 2022	Claw Civils (Pty) Ltd	Sewer Connections	2.7	Time	0.58	Average
Deviation: Life Saving Services for the Overstrand area for a Contract Period Ending 30 June 2022	Overstrand Community Lifeguards CC	Life Saving Services	2.7	Time, Cost, Quality	2	Reviewed
Supply and Delivery of Wheelie Bins for domestic refuse removal	Mpact Plastic Containers (Pty) Ltd	Supply and Delivery of Wheelie Bins	0.6	Quality & Delivery	2	Satisfactory
Supply, Installation, Monitoring and Maintenance of a Vehicle active Tracking system on a lease basis for a Contract Period Ending 30 June 2022	Ramm Systems (Pty) Ltd	Vehicle tracking and monitoring	2.6	Cost	1.25	Satisfactory
				Quality	1.25	Satisfactory
				Time	1	Satisfactory
Supply, Delivery and Planting of Trees in Various areas of the Overstrand, For a contract period ending 30 September 2020	Finest Cleaning Service and Projects (Pty) Ltd	Planting of Trees	0.8	Quality of work	1.75	Satisfactory
Supply and Delivery of Wheelie Bins for refuse Removal	Mpact Plastic Containers (Pty) Ltd	Supply and Delivery of Wheelie Bins for refuse Rem	0.6	Supply and Delivery of Wheelie Bins for refuse Removal	1.50	Average
Supply and Delivery of Polywood refuse bins	KLF Services and Suppliers (Pty) Ltd	Supply and Delivery of Polywood refuse bins	0.5	Supply drums as and when as per tender specs	0.50	Good

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Community Services						
Arbouricultural Consultation and the Development of an Urban Tree Management System for a Contract Period ending 30 June 2022	Ulwando Bushclearing (Pty) Ltd	Tree Inventory and Arbouricultural Consultation	2.3	Quality & Time	1	No work done
				Quality of tree inventory system & implementation	1	No work done
Replacement of water meters in the Overstrand Area, Phase 4, for a contract period ending 30 June 2022	IKAPA Reticulation & Flow	Replacement of water meters in the Overstrand	2.3	Cost	1	Satisfactory
				Quality	1	Satisfactory
				Time	1	Satisfactory
Repair, Maintenance and Design of Irrigation Systems in the Overstrand Municipal area for a Contract Period Ending 30 June 2022	Flo-Rite Irrigation CC	Repair and Maintenance	2.2	Quality of work	0.75	Satisfactory

TABLE 76: SERVICE PROVIDER PERFORMANCE - COMMUNITY SERVICES

vii. Protection Services

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Protection Services						
Traffic speed measuring, cameras and back office for fine collection in the Overstrand.	Traffic Management Technology	Traffic speed measuring, cameras and back office	5.5	SC1579/2015: Traffic Speed Measuring, Cameras and Back – Office for fine collection in the Overstrand	3.08	Satisfactory
Provision of security guards in the Overstrand area for a contract period ending 30 June 2021	Tyte Security Services CC	Security Guarding Services	2.7	Attendance Register kept up to date	3	Satisfactory
				Security Guard Punctuality	3	Satisfactory
				Security Guarding Services	3	Satisfactory
Provision of security guards in the Overstrand area for a contract period ending 30 June 2021	Quintessential Security CC	Security Guarding Services	2.7	Attendance register kept updated	2.75	Satisfactory
				Guards Punctuality	3	Satisfactory
				Security Guarding Services professionalism	3	Satisfactory
Clearing of Municipal and Private erven for a Contract period ending 30 June 2021	Need Compost CC	Maintenance & Clearing of open plots	2.5	Clear erven according to specifications listed in tender SC1908/2018 as well as the Policy for the clearing and maintenance of vegetation creating fire hazards	2.75	Satisfactory
				Complete work within 21 days as per tender specification (5.2.8)	2.75	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Protection Services						
Clearing of Municipal and Private erven for a Contract period ending 30 June 2021	Afriserv Security (Pty) Ltd	Maintenance & Clearing of open plots	2.5	Complete work within 21 days as per the tender specification (5.2.8)	2.75	Satisfactory
Clearing of Municipal and Private erven for a Contract period ending 30 June 2021	Pandora L and J (Pty) Ltd	Maintenance & Clearing of plots	2.5	Clear erven according to specifications listed in tender SC1908/2018 as well as the Policy for the clearing and maintenance of vegetation creating fire hazards	3	Satisfactory
				Complete work within 21 days as per tender specification (5.2.8)	2.75	Satisfactory
Clearing of Municipal and Private erven for a Contract period ending 30 June 2021	Indalo Yethu Construction and Projects (Pty) Ltd	Maintenance & Clearing of open plots	2.5	Clear erven according to specifications listed in tender SC1908/2018 as well as the Policy for the clearing and maintenance of vegetation creating fire hazard	2.75	Satisfactory
				Complete work within 21 days as per tender specification (5.2.8)	2.50	Satisfactory
Hiring of Containers for Storage and Office space for a contract period ending 30 June 2020	Rigtech Services	Hiring of Containers for Storage	1	Hiring of Containers for Storage	3	Satisfactory
Provision of Accommodation for impounded Cats and Dogs in the Overstrand Area for a Contract period ending 30 June 2022	Hermanus Animal Welfare Society	Accomodation for Impounded Cats and Dogs	2.8	Services on stray cats and dogs	2.75	Satisfactory

Service providers utilized according to functional areas per Directorate (2019/20)						
Contract name	**Supplier name**	**Type of services rendered**	**Term of contract (in Years)**	**Performance area**	**Average rating (1-5)**	**Comment and/or corrective action when under performed**
Protection Services						
Provision of Accommodation for impounded Cats and Dogs in the Overstrand Area for a Contract period ending 30 June 2022	BARC Dieresorg Trust	Accomodation for Impounded Cats and Dogs	2.8	Services on stray cats and dogs	2.75	Satisfactory
Provision of Towing Services in the Overstrand Area for a Contract period ending 30 June 2022	Dumse and Sons Transport (Pty) Ltd	Towing Services in the Overstrand Area	2.7	Vehicle Towing, Storage service against set service delivery timelines	2.75	Satisfactory
Construction of new vehicle hangar for Overstrand Municipality, Mussel Road, Hermanus	Rapiprop 158 (Pty) Ltd	Construction of new vehicle hangar	1	Construction of new vehicle hangar for Overstrand Municipality, Mussel Road, Hermanus	1.50	Satisfactory
Supply, Delivery and Licensing of weaponry for traffic and law enforcement officers for a contract period ending 30 June 2020	JMM Designs (Pty) Ltd T/A Overberg Gun & Ammo	Supply, Delivery and Licensing of weaponry	0.6	Supply, Delivery and Licensing of weaponry for traffic and law enforcement officers for a contract period ending 30 June 2020	0.75	Satisfactory
Lease of Camera Equipment and Operational Services for Speed Law Enforcement	Total Computer Services (Pty) Ltd	leasing of camera equipment, operational services	0.3	Traffic speed measuring, camera, back office for fine collection in Overstrand Area.	1	Satisfactory
Purchase of Trained Belgian Sheperd Dogs for Utilisation with the Canine Unit	Genesis K9 Group (Pty) Ltd	Purchasing of dogs, training of K9 officials	0.3	Delivery of Belgian Shepherd Dogs for K9 Unit	1	Satisfactory
				Training of Belgian Shepherd Dogs together with K9 Officials as per timeframes on specifications	1	Satisfactory

TABLE 77: SERVICE PROVIDER PERFORMANCE - PROTECTION SERVICES

3.2.4 B-BBEE COMPLIANCE PERFORMANCE INFORMATION

3.2.4.1 MANAGEMENT CONTROL

The table indicates the number of directors/managers information of Overstrand Municipality for the 2019/20 financial year:

Categories	% Number for each category	Race classification (indicate number in terms of A, C & I)	Gender (indicate number in terms of F & M)	Age (provide number in chronological order)	Location (indicate number in each Province)	Disability (indicate number in terms of F & M)
Board						
Exec Directors						
Non-Exec Directors						
Senior Management	A – 14 C -42,86	A -1 C - 3	F – 1 M - 3	A – 57 C – 50,52,52		
Middle Management	C – 66,66	C – 2	M - 2	38,39		
Junior Management	A – 9,84 C – 34,43	A – 6 C - 21	F – 10 M - 17	A -34,37,38,42,46,53 C -34,36,37,37,39,40, 40,41,41,42,44,45,45, 45,46,47,47,47,49,53, 58		
Dividends declared						

(NB: A-Africans, C-Coloureds, and I-Indians)

3.2.4.2 Skills development

Total leviable amount and number of black persons trained in Overstrand Municipality for the 2019/20 financial year:

Total Leviable amount:							
Categories	**Number for each category**	**Race classification (indicate number in terms of A, C & I)**	**Gender (indicate number in terms of F & M)**	**Age (provide number in chronological order)**	**Location (indicate number in each Province)**	**Disability (indicate number in terms of F & M)**	**Total Amount Spend**
Black employees	357	A -107 C - 246 I - 4	M F A 85 22 C 197 49 I 2 2	21 - 57	Western Cape	0	R2 290 795.70
Black non-employees	0	0	0	0	0	0	0
Black People on internships, apprenticeship, learnership	0	0	0	0	0	0	0
Unemployed black people on any programme under the learning programme matrix	0	0	0	0	0	0	0

3.2.4.3 Enterprise and Supplier Development

Total procurement spend/budget and number of enterprise and supplier development beneficiaries and value thereof for the 2019/20 financial year:

Total Procurement Spent:			
Total Number of Suppliers 605	**Total Value Spend** R 428 113 972.60		
Total Number of EME Supplier 321	**Total Value Spend** R 64 645 251.30	**% Black Ownership** 27.65%	**% Black women ownership** 14.75
Total Number of QSE Supplier 95	**Total Value Spend** R 198 192 525.98	**% Black Ownership** 53.95	**% Black women ownership** 29.30
Total Number of Large Suppliers 2	**Total Value Spend** R 125 895 654.50	**% Black Ownership** 0	**% Black women ownership** 0
Total Value of 2% NPAT or 0.2% of allocated Budget: N/A			

Total Number of EMEs N/A	**Total Value Spend** N/A	**% Black Ownership** N/A	**% Black Women Ownership** N/A	**Location** N/A	**Sector** N/A
Total Number of QSEs N/A	**Total Value Spend** N/A	**% Black Ownership** N/A	**% Black Women Ownership** N/A	**Location** N/A	**Sector** N/A
Total Value of 1% NPAT or 0.1% of allocated Budget:					
Total Number of EMEs N/A	**Total Value Spend** N/A	**% Black Ownership** N/A	**% Black Women Ownership** N/A	**Location** N/A	**Sector** N/A
Total Number of QSEs N/A	**Total Value Spend** N/A	**% Black Ownership** N/A	**% Black Women Ownership** N/A	**Location** N/A	**Sector** N/A

3.3.4.4 Socio Economic Development

Total spend and number of black participants, race classification, gender, geographical indication and value thereof for the 2019/20 financial year:

Total Value of 1% NPAT or 0.1% of allocated Budget:				
Number of participants	**Race classification (indicate nr. in terms of A, C & I)**	**Gender (indicate nr. in terms of F & M)**	**Geographical indication (indicate nr in each Province)**	
N/A	N/A	N/A	**GP**	N/A
N/A	N/A	N/A	**MP**	N/A
N/A	N/A	N/A	**FS**	N/A
N/A	N/A	N/A	**LP**	N/A
54	**A – 33** **C - 21**	**F – 31** **M - 23**	**WC**	**54**
N/A	N/A	N/A	**EC**	N/A
N/A	N/A	N/A	**NC**	N/A
N/A	N/A	N/A	**KZN**	N/A
N/A	N/A	N/A	**NW**	N/A
Total Value Spend:	**R 890 586**			

(NB: A-Africans, C-Coloureds, and I-Indians)

3.2.5 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, structural fires *Overberg District Municipality responsible for veld fires
Local tourism	Yes
Municipal airports	Yes
Municipal planning	Yes
Municipal health services	No, Overberg District Municipality
Municipal public transport	No, Overberg District Municipality
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

Municipal Function	Municipal Function Yes / No
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

TABLE 78: FUNCTIONAL AREAS

b) Performance Highlights per Functional Areas

Directorate/ Functional area	Sub Directorate	Highlights
Council and Municipal Manager	Internal Audit	Internal Audit Services arranged, with the Overberg District Municipality an Ethics session, which was presented by Altimax. This initiative formed part of the Anti-fraud training and Anti-fraud initiatives. This session was attended by municipal officials which represented all directorates from the municipality.
Management Services	Communications	Overstrand Municipality received the following accolades in 2019/20 1. Clean Audit status for seventh consecutive year 2. Greenest Municipality Awards – BIODIVERSITY : Overstrand Municipality won the category for Biodiversity Management 2019; The following activities stood out in 2019/20 - The Cape Whale Coast participating in Africa's Travel Indaba 2019 in Durban. An event at promoting South Africa's best tourism destinations and agencies worldwide. Cape Whale Coast, represented the Overstrand, exhibiting along with various other Western Cape organisations.
	Information Technology	Entering into a Microsoft Enterprise Licenses Agreement and the Procurement of licenses.
		Upgrade of the Digital Radio Network / System.
		Upgrade of Disaster Recovery Site Fire Suppression System.
		Upgrade of the High Site UPS.

Directorate/ Functional area	Sub Directorate	Highlights
		Project progression of the Hosted PABX solution / migration.
	Legal Services	• The continuous positive feedback received from all directorates with regard to the opinions and advice furnished and rendered by Legal Services. • The successful development, adoption and publication of the Tree by-law. • Successful drafting and signing of the Master Wayleave Agreement between the Municipality and various Service Legal Services in concert with the Municipality's attorneys were successful with bringing and opposing various Applications in the High Court in Cape Town.
	Human Resources	• The appointment of 16 Health Care Employees to assist in the screening of all municipal staff to comply with the COVID-19 Regulation to Return to Work. • The establishment in a short time the COVID-19 Infectious Disease Plan of the Municipality. • Development of Return to Work Place Schedule in a short time.
Financial Services	Supply Chain Management	As part of continuous improvement initiatives (Lean Manufacturing) Overstrand Municipality (OM) Logistics Department embarked on a drive to optimise inventory value to reduce the burden on cash-flow. A fundamental component of this was to determine the JIT waste, understand the root causes of the JIT waste, develop a strategy to reduce the JIT waste (with no adverse effect on service delivery) and lastly to implement the strategy with controls in place to measure and adjust to changes.
	Revenue	Outstanding debtors recovered: 97.10% (including COVID-19 lockdown collections)
	Budget & Accounting Services	All monthly financial, debtors and creditors and quarterly borrowing and investment datastrings were successfully uploaded during the financial year to the National Treasury database as a precursor to the mandatory submissions from 1 July 2020.
		Two additional adjustments budgets were compiled and tabled during the financial year to accommodate additional grant funding received and a special adjustments budget for COVID-19 related expenditure.
	Expenditure and Asset Management	During the financial year the Department played a pivotal role in ensuring that creditors were paid within 30 days after receipt of a valid tax invoice and / or monthly statement as per the MFMA. The exceptions were due to invoices awaiting either respective substantiating support documents / Credit Notes in respect of differences between order and invoice information. The Department also continued to be a key role player in updating the Financial Asset Register information and managing Council's Insurance Portfolio.
	Hangklip/Kleinmond Administration	Dust Control of Pringle Bay roads.

Directorate/ Functional area	Sub Directorate	Highlights
Community Services		Paving of Rooi Els roads.
	Hermanus Administration	• Large number of roads resealed in 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. • Additional streetlights were installed in various residential areas • Phase 3 of the much awaited Atlantic Drive Walkway in Onrus River was constructed and completed. • 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. • The Onrus Caravan Park's 3-star tourist rating was re-affirmed. • Tarring of streets in Sandbaai. • Speed calming measures in various neighbourhoods were constructed. • Sidewalks were upgraded in various neighbourhoods. • Playparks upgraded in Zwelihle. • Phase 1 of Davies Pool Parking Area was constructed and completed. • New walkway near Fisherhaven.
	Gansbaai/Stanford Administration	**Roads** • Resealing of various streets in Gansbaai, Masakhane & Franskraal were completed. • Mimosa- and portions of Gousblom- and Madeliefie Streets in Blompark were resurfaced and sidewalks were developed. • Various roads in Thembelihle, Stanford were resealed and kerbstoned installed to address stormwater challenges. **Sidewalks** • Kerbs and paving were installed on the access route to Stanfords Cove, De Kelders to resolve stormwater problems and improve pedestrian access. **Potable Water** • The multi-year project to build a new reservoir for the new housing developments in Masakhane has started. • A new water stabilization plant was installed in Stanford. **Sanitation** • Two (2) new bulk waste skip bins were purchased for the Masakhane area to reduce illegal dumping/littering in the township. • ±800 Wheelie bins were procured and issued to residents of the previously disadvantaged areas of Thembelihle (Stanford) and Buffeljachtsbaai.

Directorate/ Functional area	Sub Directorate	Highlights
		Sewerage • The waterborne sewer system project in Gansbaai was completed. • The upgrade of the Waste Water Treatment Works in Stanford was completed. **Stormwater** • Kerbstones were installed in Blompark, Gansbaai and De Kelders to manage stormwater problems. • Kerbstones, sumps and channels to redirect stormwater was installed in Pearly Beach and Baardskeerdersbos. **Electricity** • Infrastructure in Stanford were upgraded. **Upgrade of Municipal Workyard** • An area of almost 500m^2 were paved to resolve stormwater and dust control problems. **Shelter for Patients of the Gansbaai Primary Health Care Centre (Clinic)** • A shelter was constructed for patients who need to be transported by the provincial ambulance to hospitals outside the Gansbaai area. **Housing** • Bulk infrastructure for IRDP sites in Masakhane and Stanford was completed and handed over to the municipality. Planning and implementation of UISP sites in Masakhane has started. Basic services were installed in Masakhane, Eluxolweni (Pearly Beach) and Thembelihle (Stanford) as part of the Municipality's emerging housing programme. • Bulk infrastructure was installed at the IRDP and UISP sites in Blompark. **Disaster Management: Covid 19 Pandemic** • At least ten (10) soup kitchens were established at the beginning of National Lockdown to serve an average of 4600 residents in the areas from Gansbaai to Buffeljachts on a daily basis. At least 110 volunteers worked along with local councillors and officials to secure the success of the project. **Tourism** • As part of the revitalisation of the Central Business District of Stanford the Council Chambers of the Municipality in Stanford was modified to host the new tourism offices. **Early Childhood Development (ECD) – Seesterretjies, Buffeljachtsbaai** • The relocation and extension of Seesterretjies ECD was completed.

Directorate/ Functional area	Sub Directorate	Highlights
	Housing Administration	A total number of 58 housing units were handed over in December 2019 to successful beneficiaries in the Hawston housing project. The project consists of 378 Breaking New Ground (low cost) housing units.
Protection Services	Fire Management	Overstrand Fire & Rescue celebrated 10 years of service in December 2019, honouring Firefighters who have remained loyal to the service throughout the years. An Emergency Control Room was established for the Directorate: Protection Services. The Fire & Rescue department moved away from a "book and pen" occurrence book to capturing incidents live on an online platform, this programme is also used by Provincial Government. The ground-breaking of the Construction of a new vehicle hangar was celebrated at the SOD ceremony on 29 October 2019. This is only the first phase of the project. The CCTV pilot project was implemented for Overstrand Municipality. The first five cameras of the network were installed across the jurisdiction. Own EPWP beneficiaries were appointed to perform an access control function for municipal buildings. This function was previously conducted by appointed contractors. In August 2019 the department appointed the first female officer as the Assistant Chief: Disaster Management & Risk Management and Support Services.
	Traffic Services	• Integrated operations conducted with local SAPS during the Covid-19 national lock down period to ensure compliance of the Disaster Management Act. • Cross border function with Provincial Traffic and SAPS. Integrated VCP's (Vehicle Check Points) with Spes Ops, Law Enforcement and Task Team. • Special operations conducted between Task Team, local SAPS, Marine and Coastal Management (MCM) and Nature Conservation regarding illegal abalone diving and drug related cases.
Economic Development and Tourism	LED	• Hosting of the connectivity summit to draw the private sector into the rollout of fibre encouraging the ease of doing business in the area. • Enhancing the image of the destination to encourage investment and promotion of a conducive environment. • Governance and corporate approach to address red tape issues for ease of doing business in the municipality. • Support and growing the informed economy to address unemployment and improve income.

Directorate/ Functional area	Sub Directorate	Highlights
		• Facilitate job opportunities for maximum participation in co-operation with other directorates.
Infrastructure and Planning	Building Services	• Regeneration of Fick's Pool in terms of value to the community. • New Fire Station • Additions to NSRI building & new main building • Building plans approved : 2187 - Building inspections: 2361
	GIS	The web services are constantly improved and displayed on every PC throughout the Overstrand Municipality as a spatial tool. The Services run from new server in a federated environment for extra security and functionality. The face of the portal was also re-engineered by grouping the services by departments where applicable. Microsoft Authentication in conjunction with the federated environment allows for no more logging in every time you want to view a web service. A public viewer has also been made available via Overstrand's external web page for any member of the public to browse. Property and Aerial Services has been published to the Esri online hosting site for Overstrand Contractors using ESR software to use in current project. The Property Process is an ongoing project and constantly improves as the ESRI platform develops. The System Architectural plan is constantly being revised, updated and used as guidance. New Aerial Photography was flown in May 2020 and is being processes.
	Engineering Services	Rehabilitation of Roads in Stanford Phase 2- Completed
		Rehabilitation of Roads in Blompark Phase 2 Completed
		Construction of Sidewalks Masakhane Phase 1- Completed
		Construction of Sidewalks Proteadorp Phase 1 -Completed
		Upgrade Bulk Stormwater Blompark & Beverly Hills Housing- Phase 2-Completed
		Construction of Stormwater Infrastructure for Hermanus CBD and Industrial Area- Under construction
		Hawston New Netball and Tennis courts- Completed
		Upgrading of Hawston Sport Grounds- Under construction
		Overhills Stormwater- Tender awarded

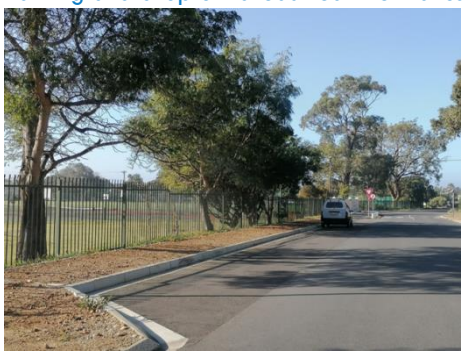
Directorate/ Functional area	Sub Directorate	Highlights
		Provision of Bulk Sewer Supply Blompark & Beverley Housing- Completed.
		New 4ML Reservoir Masakhane- Under construction.
	Town and Spatial Planning	Adopted revisions of Overstrand By-Law as well as Integrated Scheme Regulations and Overlay Zones. Reviewed and adopted the Overstrand Spatial Development Framework (SDF).
	Engineering Planning	Successfully completed several capital projects, including sewer network extensions in Gansbaai and Stanford, refurbishment of bulk water pipelines in Hermanus, improved security fencing at various water installations, commissioning of a water stabilization plant at Stanford, and refurbishment of the Palmiet River raw water pump stations at Kleinmond.
		Continued with several multi-year capital projects, including water pipe replacement, sewer network extension in Kleinmond, construction of a new reservoir in Pringle Bay, and the augmentation of the Gateway well field in Hermanus.
		The Water Services Audit Report for 2018/19 was completed and submitted to the National Departmemt of Water and Sanitation (DWS) in October 2019, as required by legislation.

TABLE 79: PERFORMANCE HIGHLIGHTS PER FUNCTIONAL AREA

PHOTO GALLERY - AREA MANAGEMENT PROJECT HIGHLIGHTS

HERMANUS ADMINISTRATION

Parking and drop off areas near Hermanus Schools (Ward 3)





Speed calming (Ward 4)





Sidewalks (Ward 5 and 6)





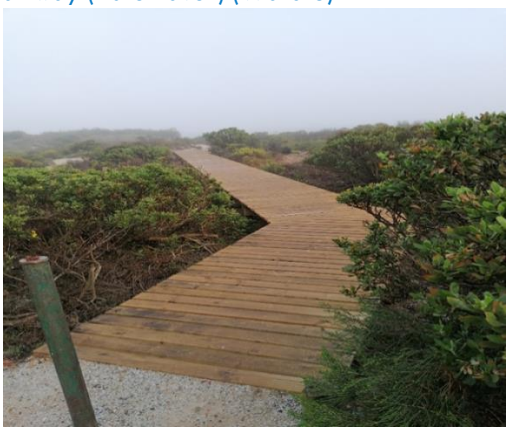
New Streets and Sidewalks (Ward 7)





Upgrading of phase 3 playpark (Hawston) and walkway (Fisherhaven) (Ward 8)





Atlantic Drive Walkway and Davie's Pool Parking Area (Ward 13)





GANSBAAI/ STANFORD ADMINISTRATION





Extension of the Seesterretjies ECD in Buffeljachtsbaai





Resealing of street Masakhane and Franskraal





Soup Kitchen's Masakhane



Stanfords Cove in De Kelders - installation of kerbs and paving on the sidewalk of a portion of Cove Street.



Upgrading of Municipal Workyard



800 wheelie bins (140L plastic refuse drums with wheels) were procured and issued to residents of the previously disadvantaged areas of Stanford (Thembelihle) and Buffeljachtsbaai.

HANGKLIP/KLEINMOND ADMINISTRATION





Paving of Rooi Els Roads



Dust Control of Vivian Road, Pringle Bay

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 2019/20 financial year and where applicable, in comparison to the 2017/18 and 2018/19 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	2017/18	13	0	4	7	1	1	85%
	2018/19	13	1	4	7	1	0	92%
	2019/20	**16**	**2**	**2**	**6**	**3**	**3**	**63%**
Management Services	2017/18	98	6	16	65	10	1	89%
	2018/19	89	5	18	52	8	6	84%
	2019/20	**86**	**6**	**13**	**51**	**13**	**3**	**81%**
Protection Services	2017/18	54	5	9	30	8	2	81%
	2018/19	47	3	10	28	3	3	87%
	2019/20	**45**	**2**	**16**	**17**	**6**	**4**	**78%**
Financial Services	2017/18	76	5	17	52	2	0	97%
	2018/19	74	4	12	48	8	2	86%
	2019/20	**64**	**4**	**8**	**47**	**4**	**1**	**92%**
Community Services	2017/18	132	3	54	45	28	2	77%
	2018/19	123	2	52	41	27	1	77%
	2019/20	**110**	**1**	**46**	**26**	**25**	**12**	**66%**
Infrastructure and Planning Services	2017/18	45	4	13	19	8	1	80%
	2018/19	44	3	14	16	11	0	75%
	2019/20	**44**	**3**	**11**	**11**	**18**	**1**	**57%**
Economic Development Services	2017/18	29	6	5	14	3	1	86%
	2018/19	37	3	13	11	6	4	73%
	2019/20	**38**	**3**	**7**	**16**	**8**	**4**	**68%**

TABLE 80: 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 2020

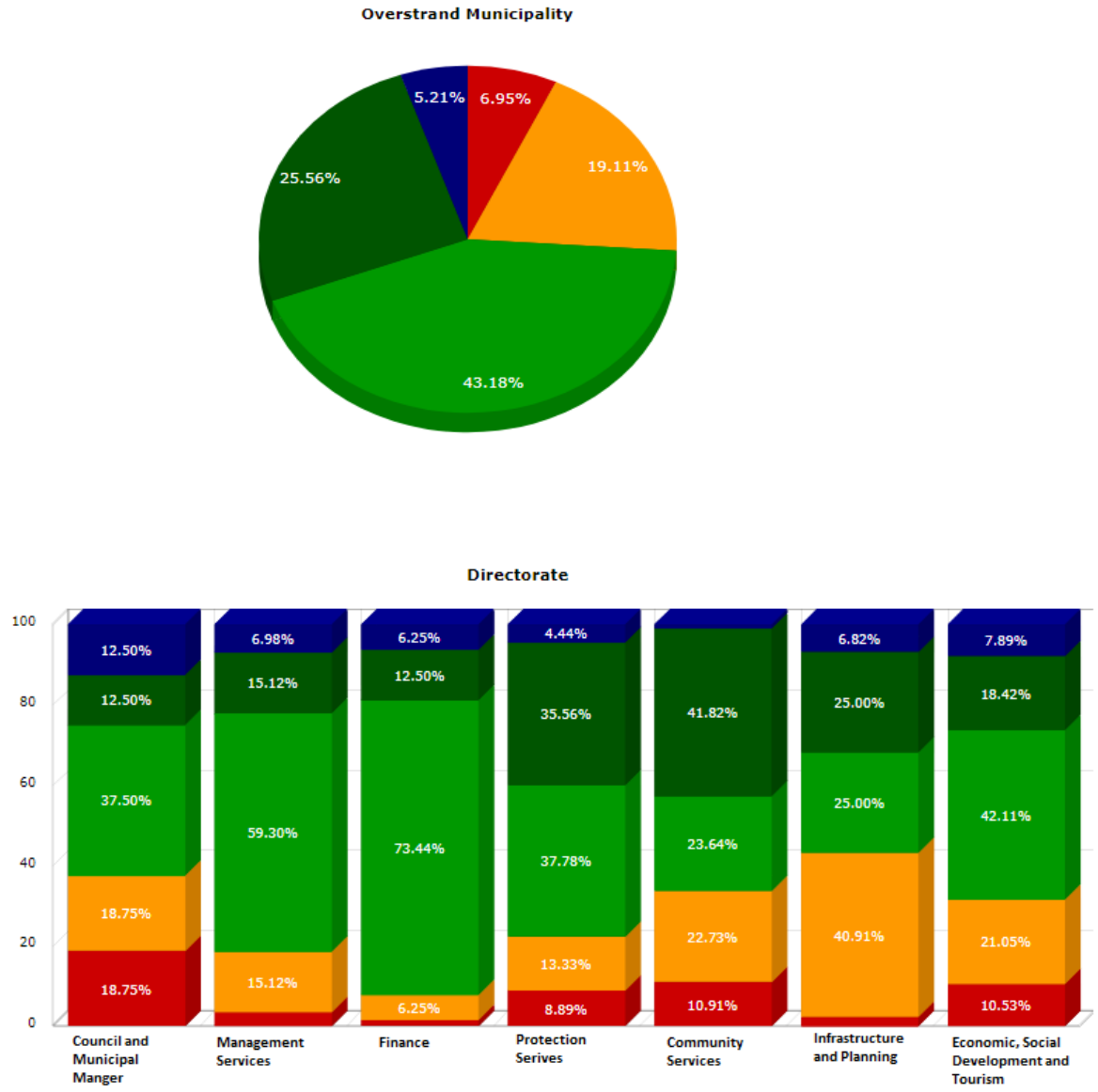


FIGURE 12: OVERALL PERFORMANCE OF DIRECTORATES FOR 2019/20

Overall, the municipality met 298 (74%) of a total number of 403 key performance indicators (KPIs) for the period 01 July 2019 – 30 June 2020. 77 (19.11%) of KPIs were almost met and 28 (6.95%) 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:

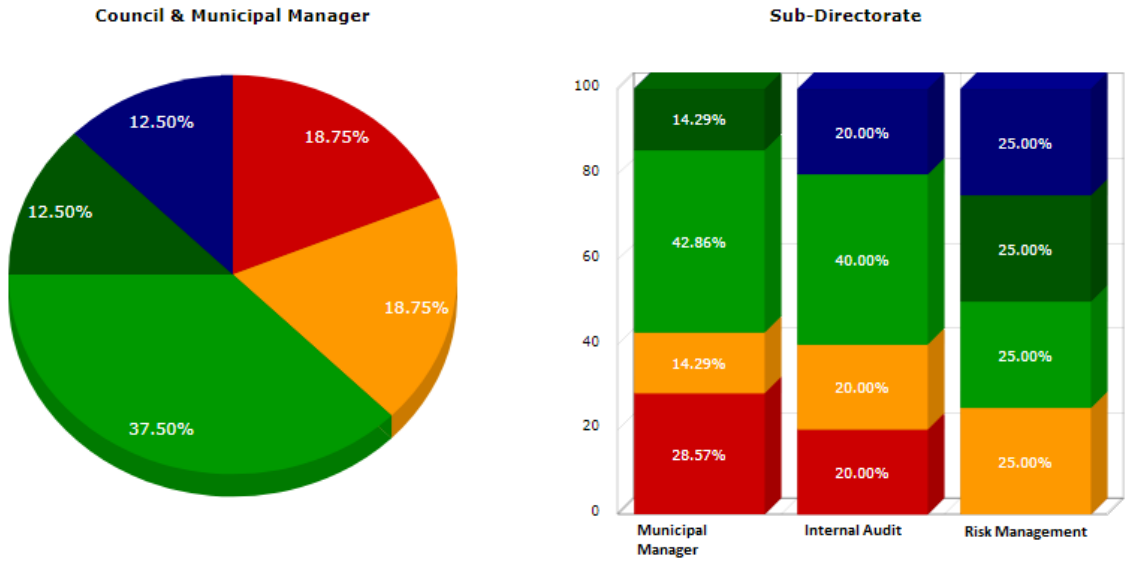
- Council
- Municipal Manager
- Internal Audit
- Risk Management

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

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

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



	Municipal Manager	Internal Audit	Risk Management
Not Met	2 (28.57%)	1 (20.00%)	-
Almost Met	1 (14.29%)	1 (20.00%)	1 (25.00%)
Met	3 (42.86%)	2 (40.00%)	1 (25.00%)
Well Met	1 (14.29%)	-	1 (25.00%)
Extremely Well Met	-	1 (20.00%)	1 (25.00%)
Total:	**7**	**5**	**4**
	43.75%	**31.25%**	**25.00%**

FIGURE 13: COUNCIL AND MUNICIPAL MANAGER SUB-DIRECTORATE PERFORMANCE

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

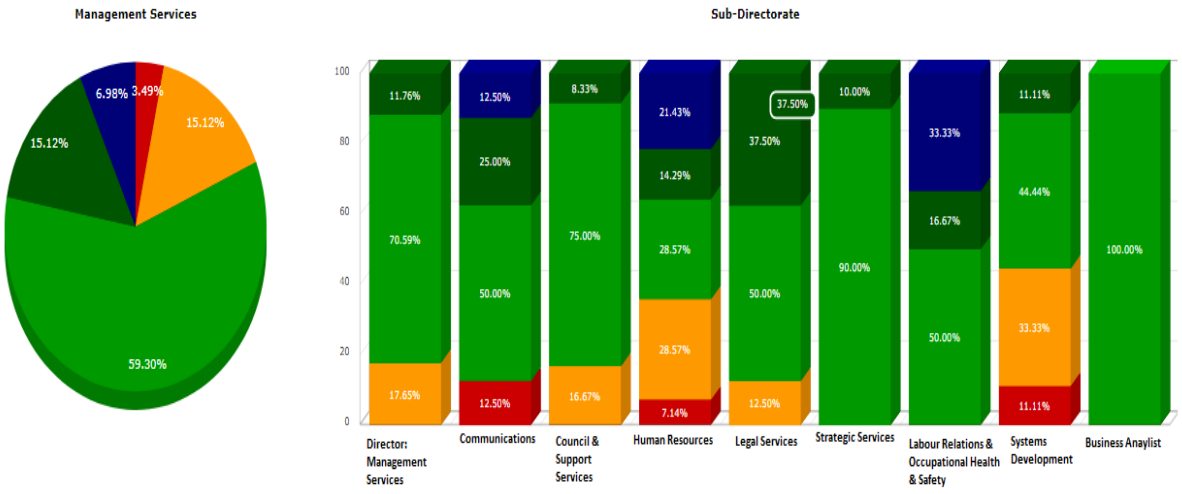
- Director: Management Services
- Communications
- Council and Support Services
- Human Resources
- Information Technology
- Legal Services
- Strategic Services

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 82: FUNCTIONAL ALIGNMENT - MANAGEMENT SERVICES

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



	Director: Management Services	Communications	Council & Support Services	Human Resources	Legal Services	Strategic Services	Labour Relations & Occupational Health & Safety	System Development	Business Analyst
Not Met	-	1 (12.50%)	-	1 (7.14%)	-	-	-	1 (11.11%)	-
Almost Met	3 (17.65%)	-	2 (16.67%)	4 (28.57%)	1 (12.50%)	-	-	3 (33.33%)	-
Met	12 (70.59%)	4 (50.00%)	9 (75.00%)	4 (28.57%)	4 (50.00%)	9 (90.00%)	3 (50.00%)	4 (44.44%)	2 (100.00 %)
Well Met	2 (11.76%)	2 (25.00%)	1 (8.33%)	2 (14.29%)	3 (37.50%)	1 (10.00%)	1 (16.67%)	1 (11.11%)	-
Extremely Well Met	-	1 (12.50%)	-	3 (21.43%)	-	-	2 (33.33%)	-	-
Total:	**17**	**8**	**12**	**14**	**8**	**10**	**6**	**9**	**2**
	19.77%	**9.30%**	**13.95%**	**16.28%**	**9.30%**	**11.63%**	**6.98%**	**10.47%**	**2.33%**

FIGURE 14: MANAGEMENT SERVICES SUB-DIRECTORATE PERFORMANCE

d.3) Finance consists of the following divisions:

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

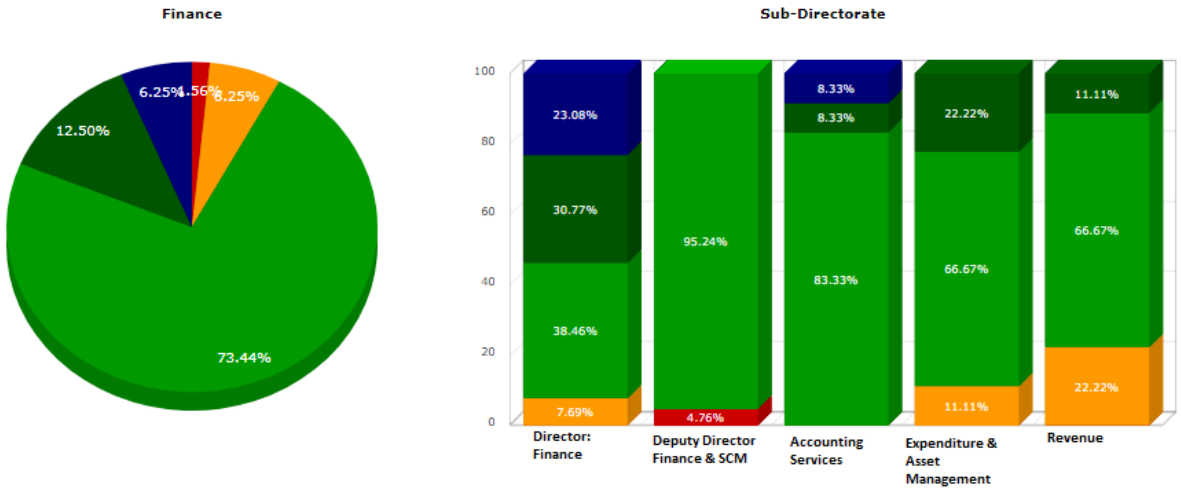
The Operational Key Performance Indicators for Finance are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

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

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

TABLE 83: FUNCTIONAL ALIGNMENT – FINANCE

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



	Director: Finance	Deputy Director Finance and SCM	Accounting Services	Expenditure and Asset Management	Revenue
KPI Not Met	-	1 (4.76%)	-	-	-
KPI Almost Met	1 (7.69%)	-	-	1 (11.11%)	2 (22.22%)
KPI Met	5 (38.46%)	20 (95.24%)	10 (83.33%)	6 (66.67%)	6 (66.67%)
KPI Well Met	4 (30.77%)	-	1 (8.33%)	2 (22.22%)	1 (11.11%)
KPI Extremely Well Met	3 (23.08%)	-	1 (8.33%)	-	-
Total:	**13**	**21**	**12**	**9**	**9**

FIGURE 15: FINANCE SUB-DIRECTORATE PERFORMANCE

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

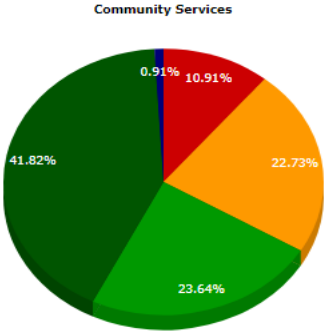
- Director: Community Services
- Deputy Director: Operational Services
- Area Management: Gansbaai
- Area Management: Hangklip/Kleinmond
- Area Management: Hermanus
- Deputy Area Manager: Hermanus
- Deputy Area Manager: Stanford
- Housing Administration
- Operational Management: Gansbaai
- Operational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

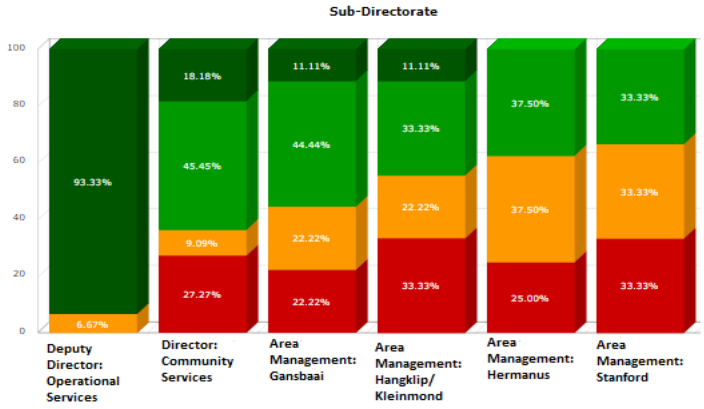
The Operational Key Performance Indicators for Community Services are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

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
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

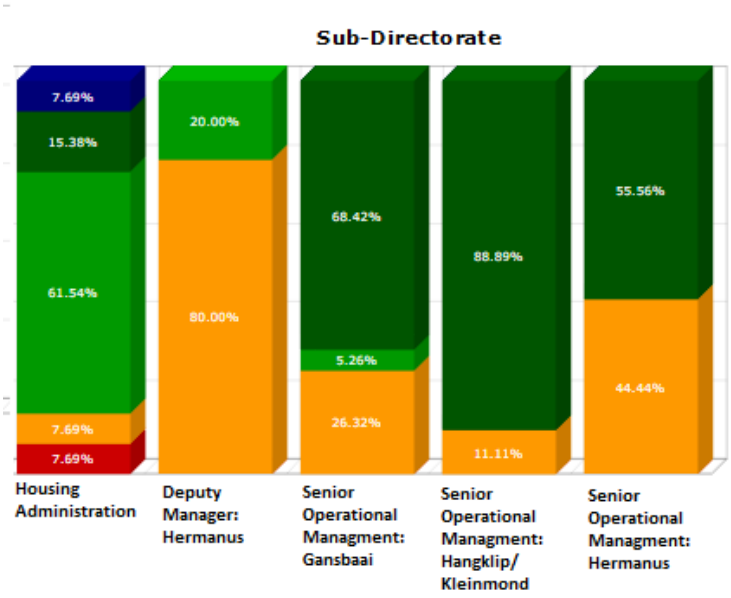
TABLE 84: FUNCTIONAL ALIGNMENT - COMMUNITY SERVICES

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





	Director: Community Services	Deputy Director: Operational Services	Area Management: Gansbaai	Area Management: Hangklip/Kleinmond	Area Management: Hermanus	Area Management: Stanford
KPI Not Met	3 (27.27%)	-	2 (22.22%)	3 (33.33%)	2 (25.00%)	1 (33.33%
KPI Almost Met	1 (9.09%)	1 (6.67%)	2 (22.22%)	2 (22.22%)	3 (37.50%)	1 (33.33%
KPI Met	5 (45.45%)	-	4 (44.44%)	3 (33.33%)	3 (37.50%)	1 (33.33%
KPI Well Met	2 (18.18%)	14 (93.33%)	1 (11.11%)	1 (11.11%)	-	-
KPI Extremely Well Met	-	-	-	-	-	-
Total:	**11 (10%)**	**15 (13.64%**	**9 (8.18%)**	**9 (8.18%)**	**8 (7.27%)**	**3 2.73%**



	Housing Administration	Deputy Area Manager: Hermanus	Senior Operational Management: Gansbaai	Senior Operational Management: Hangklip/ Kleinmond	Senior Operational Management: Hermanus
KPI Not Met	1 (7.69%)	-	-	-	-
KPI Almost Met	1 (7.69%)	4 (80.00%)	5 (26.32%)	1 (11.11%)	4 (44.44%)
KPI Met	8 (61.54%)	1 (20.00%)	1 (5.26%)	-	-
KPI Well Met	2 (15.38%)	-	13 (68.42%)	8 (88.89%)	5 (55.56%)
KPI Extremely Well Met	1 (7.69%)	-	-	-	-
Total:	**13 (11.82%)**	**5 (4.55%)**	**19 (17.27%)**	**9 (8.18%)**	**9 (8.18%)**

FIGURE 16: COMMUNITY SERVICES SUB-DIRECTORATE PERFORMANCE

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

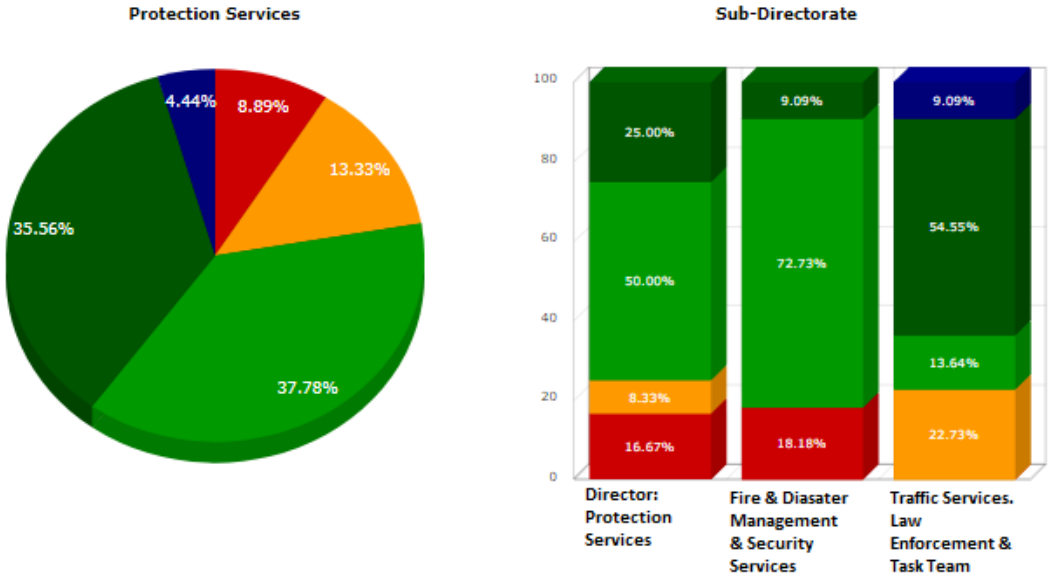
- Director: Protection Services
- Fire and Disaster Management and Security Services
- Traffic Services, Law Enforcement and Task Team

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

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

TABLE 85: FUNCTIONAL ALIGNMENT - PROTECTION SERVICES

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



	Director: Protection Services	Fire & Disaster Management and Security Services	Traffic Services, Law Enforcement and Task Team
Not Met	2 (16.67%)	2 (18.18%)	-
Almost Met	1 (8.33%)	-	5 (22.73%)
Met	6 (50.00%)	8 (72.73%)	3 (13.64%)
Well Met	3 (25.00%)	1 (9.09%)	12 (54.55%)
Extremely Well Met	-	-	2 (9.09%)
Total:	**12**	**11**	**22**
	26.67%	**24.44%**	**48.89%**

FIGURE 17: PROTECTION SERVICES SUB-DIRECTORATE PERFORMANCE

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

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

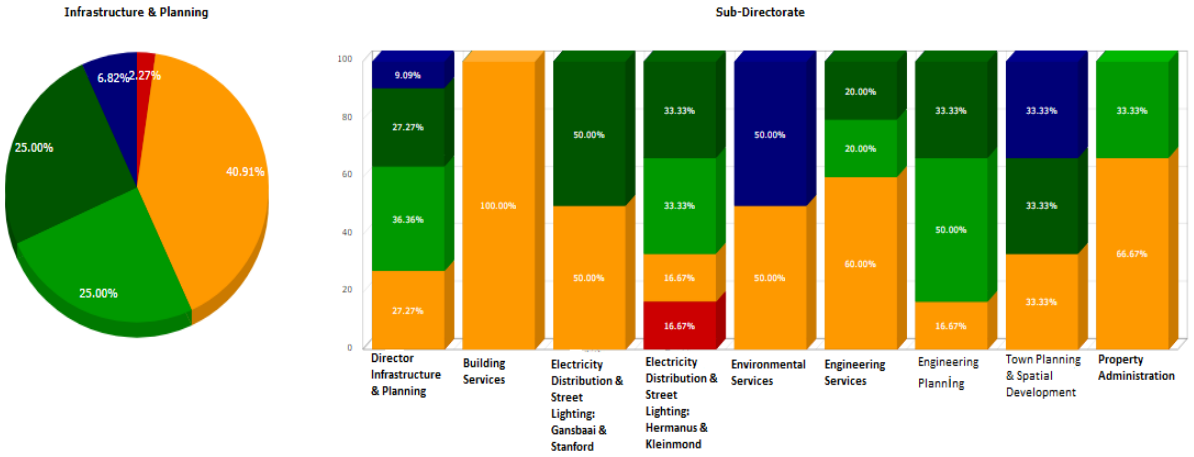
The Operational Key Performance Indicators for Infrastructure and Planning Services are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

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

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 86: FUNCTIONAL ALIGNMENT - INFRASTRUCTURE AND PLANNING SERVICES

The following graph indicates the performance of the various sub-directorates within Infrastructure and Planning Services 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	Engineering Planning	Town Planning and Spatial Development	Property Administration
KPI Not Met	-	-	-	1 (16.67%)	-	-	-	-	-

	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	Engineering Planning	Town Planning and Spatial Development	Property Administration
KPI Almost Met	3 (27.27%)	4 (100.00%)	2 (50.00%)	1 (16.67%)	1 (50.00%)	3 (60.00%)	1 (16.67%)	1 (33.33%)	2 (66.67%)
KPI Met	4 (36.36%)	-	-	2 (33.33%)	-	1 (20.00%)	3 (50.00%)	-	1 (33.33%)
KPI Well Met	3 (27.27%)	-	-	2 (33.33%)	-	1 (20.00%)	2 (33.33%)	1 (33.33%)	-
KPI Extremely Well Met	1 (9.09%)	-	-	-	1 (50.00%)	-	-	1 (33.33%)	-
Total:	**11 (25.00%)**	**4 (9.09%)**	**4 (9.09%)**	**6 (13.64%)**	**2 (4.55%)**	**5 (11.36%)**	**6 (13.64%)**	**3 (6.82%)**	**3 (6.82%)**

FIGURE 18: INFRASTRUCTURE AND PLANNING SERVICES SUB-DIRECTORATE PERFORMANCE

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

- Director: Economic and Social Development and Tourism
- LED
- Tourism
- Social Development.

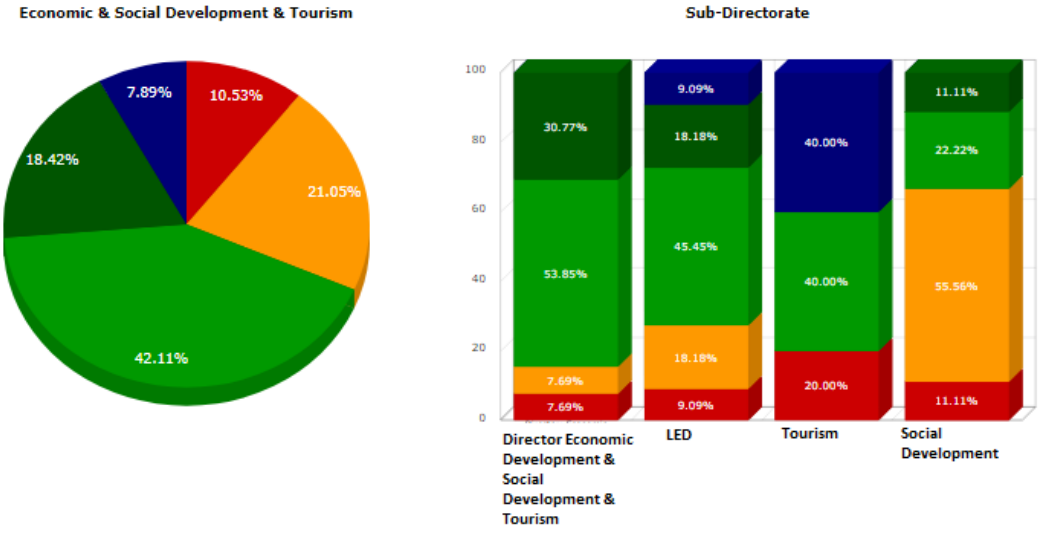
The Operational Key Performance Indicators for Economic and Social Development and Tourism are aligned to the following National Key Performance Areas, Municipal Key Performance Areas and the IDP Strategic Objectives:

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 87: FUNCTIONAL ALIGNMENT - ECONOMIC AND SOCIAL DEVELOPMENT AND TOURISM

The following graph indicates the performance of the various sub-directorates within the Economic and Social Development and Tourism directorate



	Director: Economic Development, Social Development & Tourism	LED	Tourism	Social Development
Not Met	1 (7.69%)	1 (9.09%)	1 (20.00%)	1 (11.11%)
Almost Met	1 (7.69%)	2 (18.18%)	-	5 (55.56%)
Met	7 (53.85%)	5 (45.45%)	2 (40.00%)	2 (22.22%)
Well Met	4 (30.77%)	2 (18.18%)	-	1 (11.11%)

	Director: Economic Development, Social Development & Tourism	LED	Tourism	Social Development
Extremely Well Met	-	1 (9.09%)	2 (40.00%)	-
Total:	**13**	**11**	**5**	**9**
	34.21%	**28.95%**	**13.16%**	**23.68%**

FIGURE 19: ECONOMIC AND SOCIAL DEVELOPMENT AND TOURISM 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

The main projects for 2019/20 included the refurbishment of the pump stations at the Palmiet River in Kleinmond, commissioning of a water stabilization plant at Stanford, refurbishment of bulk water pipelines in Hermanus, and the commencement of construction of a new reservoir at Pringle Bay as well as the civil, electrical and mechanical works required for the commissioning of two additional boreholes in Hermanus. The replacement of ageing domestic and bulk water meters continued.



New reservoir being constructed 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. The water lossess decreased from 24.25% in 2018/19 to 23.04% in 2019/20.

b) Highlights: Water Services

Highlights	Description
Review of the Overstrand Water Master Plan commenced	The Overstrand Water Master Plan was last reviewed in 2016. A reviewed Spatial developmemt Framework (SDF) was recently adopted, and will serve as input to the revised Water Master Plan, for completion in 2020/21.
Gateway Well Field Expansion, Hermanus	Two new boreholes were successfully drilled at the Gateway well field, and contractors were appointed for the civil, electrical and mechanical works required to connect the boreholes to the bulk water supply system.
Stanford Water Treatment Plant	A reverse osmosis water stabilization plant was commissioned at Stanford.

TABLE 88: WATER SERVICES HIGHLIGHTS

c) Challenges: Water Services

Description	Progress made in 2019/20 to address challenge
The Water Pipe Replacement project had to be discontinued temporarily due to the contractor defaulting	The previous water pipe replacement contract had to be terminated due to the sub-standard performance of the contractor. New tender specifications were compiled for advertising early in 2020/21.
Drought situation in Hermanus	The drought situation in Hermanus initially deteriorated in 2019/20, resulting in water restrictions being raised to level 3. Good rains late in 2019 however resulted in some improvement in the dam level, and eventually relaxation to level 2 water restrictions again.
Vandalism and theft of infrastructure and equipment	Improved security fencing and alarm systems were installed at several water installations to address the risk of theft and vandalism.

TABLE 89: WATER SERVICES CHALLENGES

Total Use of Water by Sector (cubic meters)					
Year	**Agriculture**	**Forestry**	**Industrial**	**Domestic**	**Un accountable water losses**
2017/18	0	0	1 243 558	4 255 924	1 274 996
2018/19	0	0	1 298 208	4 205 725	1 511 158
2019/20	0	0	1 242 982	4 260974	1 580 398
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 90: TOTAL WATER USE BY SECTOR (CUBIC METERS)

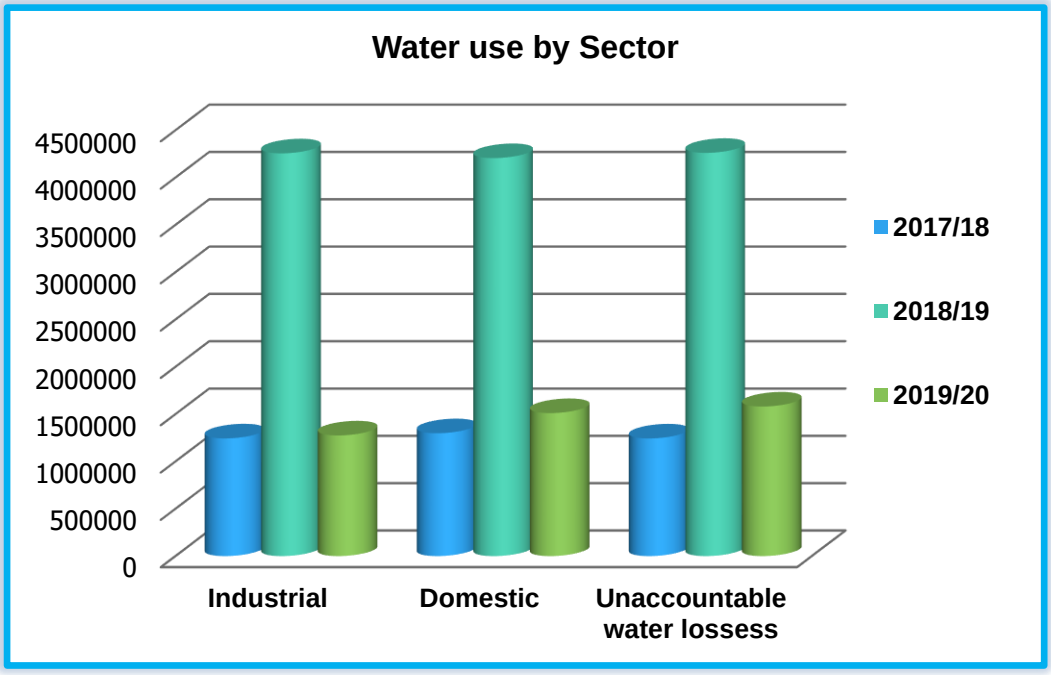


FIGURE 20: WATER USE BY SECTOR

Water Service Delivery Levels				
Households				
Description	**2016/17**	**2017/18**	**2018/19**	**2019/20**
	Actual	**Actual**	**Actual**	**Actual**
	No.	**No.**	**No.**	**No.**
Water: (above min level)				
Piped water inside dwelling	34 449	29174	29800	29946
Piped water inside yard (but not in dwelling)	0	0	0	0
Using public tap (within 200m from dwelling)	3067	3052	3620	3675
Other water supply (within 200m)	0	0	3555	0
Minimum Service Level and Above sub-total	37388	32226	33420	33621
Minimum Service Level and Above Percentage	100	100	100	100

Water Service Delivery Levels				
Households				
Description	2016/17	2017/18	2018/19	2019/20
	Actual	Actual	Actual	Actual
	No.	No.	No.	No.
Water: (below min level)				
Using public tap (more than 200m from dwelling)	0	0	0	0
Other water supply (more than 200m from dwelling	0	0	0	0
No water supply	0	0	0	0
Below Minimum Service Level sub-total	0	0	0	0
Below Minimum Service Level Percentage	0	0	0	0
Total number of households	**37 388**	**32226**	**33420**	**33621**

TABLE 91: WATER SERVICE DELIVERY LEVELS: HOUSEHOLDS

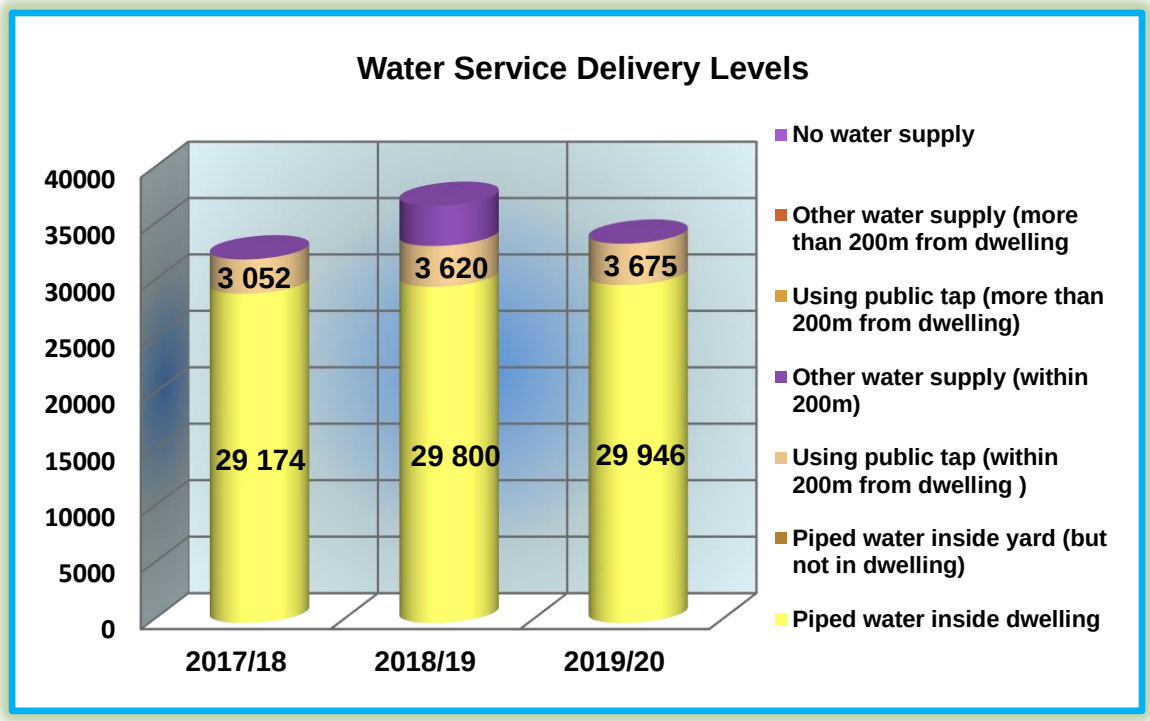


FIGURE 21: WATER SERVICE DELIVERY LEVELS

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#**
2016/17	*9.2%	100%	19.8%
2017/18	*9.47%	100%	23%
2018/19	10.83	100	23%
2019/20	**10.93%** (*Informal households/total number of households 3675/33621*100*)	**100%**	**25%** (*Indigent/formal households 7595/29946*100*)
** 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* ** Total households in informal areas / total households in Overstrand as a %.*			

TABLE 92: ACCESS TO WATER

c) Service delivery indicators

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Annual 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	98.90%	**95%**	**98.45%**	G2	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	24.25%	**19.00%**	**23.04%**	R	To continue with pipe and meter replacements in the 2020/2021 financial year.
TL19	The provision and maintenance of municipal services	Report on the implementation of the Water Service Development plan annually	Report submitted	All	1	**1**	**1**	G	Target met

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Annual Target	Actual	R	Corrective Measures
		by the end of October							
TL29	The provision and maintenance of municipal services	Provision of water to informal households (excluding invaded state owned land and private land) 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 (excluding invaded land unsuitable for housing and private land)	All	284	**285**	**317**	G2	Target well met
TL30	The provision and maintenance of municipal services	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	29,800	**29 800**	**29 946**	G2	Target well met
TL48	The provision and maintenance of municipal services	Provision of water to informal households on invaded land with available funding ("Land Invasion" refers to the illegal occupation of land, with the intention of establishing dwellings / a settlement upon it. An invasion may be by one individual or by hundreds of households).	The number of taps installed for informal households on invaded land with available funding	All	88	**98**	**104**	G2	Target well met

TABLE 93: SERVICE DELIVERY INDICATORS: WATER SERVICES

Employees: Water Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	22	16	0	18	15	3	83%
4 - 6	9	5	1	9	6	3	66%
7 - 9	4	2	1	4	4	0	0%
10 - 12	11	10	1	12	11	1	97%
13 - 15	3	3	0	3	3	0	0%
16 - 18	0	0	0	0	0	0	0%
19 - 20	1	1	0	1	1	0	0%
Total	**50**	**37**	**3**	**47**	**40**	**7**	**85%**

TABLE 94: EMPLOYEES: WATER SERVICES

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 2019/20 : Water Services					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	**48 503 920**	**39 982 374**	**28 631 987**	**-19 871 933**	**28 631 987**
WATER MASTER PLAN IMPLEMENTATION	16 286 360	7 986 360	7 867 983	-8 428 377	7 867 983
REFURBISHMENT OF BULK WATER PIPELINES	360 000	360 000	358 027	-1 973	358 027
FENCING AT WATER INSTALLATIONS	1 600 000	663 000	662 973	-937 027	662 973
REPLACEMENT OF OVERSTRAND WATER PIPES	2 900 000	1 311 154	1 311 154	-1 588 846	1 311 154
BUFFELS RIVER & DE BOS DAM INTAKE STRUCTURES AND EQUIPMENT	1 300 000	390 000	388 595	-911 405	388 595
WATER FACILITIES (CONTINGENCY)	300 000	1 065 000	563 958	+263 958	563 958
NEW 4ML RESERVOIR GANSBAAI	7 098 256	7 098 256	4 798 256	-2 300 000	4 798 256
UPGRADE HERMANUS WELL FIELDS PHASE 1	4 000 000	12 306 300	7 642 865	+3 642 865	7 642 865

Capital Expenditure 2019/20 : Water Services					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
WATER STABILIZATION PLANT FOR STANFORD	3 884 199	1 664 199	1 449 069	-2 435 130	1 449 069
NEW RESERVOIR FOR PRINGLE BAY	9 175 105	5 550 105	2 348 781	-6 826 324	2 348 781
BASIC SERVICES FOR EMERGENCY HOUSING	700 000	700 000	353 308	-346 692	353 308
KLEINMOND PALMIET PUMP STATION AND BULK PIPELINE REFURBISH	900 000	888 000	887 018	-12 982	887 018
Total project value represents the estimated cost of the project on approval by Council					

TABLE 95: CAPITAL EXPENDITURE 2019/20: WATER SERVICES

71.6% of the adjusted capital budget for Water for 2019/20 was spent. Unspent funds have been rolled over to the 2020/21 financial year, to enable continuation of the projects. The reasons for the under spending on capital projects include inter alia the termination of the water pipe replacement contract due to under-performance by the contractor, and the cancellation of the initial tender for the Pringle Bay Reservoir due to no responsive tender being received, and unavoidable delays in construction on all projects due to the COVID-19 lockdown period.

3.3.2 WASTE WATER (SANITATION) PROVISION

a) Introduction to Sanitation Provision

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

The main challenges remained the following:

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 National Department of Water and Sanitation did not perform any Green Drop assessment of municipal waste water schemes during 2019/20.



Left: Upgrade of the Kidbrooke Sewer Pipeline

Extension of sewer network in Kleinmond



b) Highlights Waste Water (Sanitation) Provision

Highlights	Description
Review of the Overstrand Sewer Master Plan commenced	The Overstrand Sewer Master Plan was last reviewed in 2016. A new SDF was recently adopted, and will serve as input to the revised Sewer Master Plan, for completion in 2020/21.
Stanford Waste Water Treatment Plant Upgrade	The Stanford Waste Water Treatment Plant was further upgraded with the addition of a mechanical belt press for sludge dewatering.
Gansbaai Sewer Network Extension	The contract for construction of the next phase of sewer reticulation extension in Gansbaai was completed successfully.

TABLE 96: WASTE WATER (SANITATION) PROVISION HIGHLIGHTS

c) Challenges: Waste Water (Sanitation) Provision

Description	Progress made in 2019/20 to address challenge
Provision of adequate treatment capacity in all areas	Upgrade of waste water treatment works when required: planning reports were completed for Hawston and Kleinmond.
Extension of waterborne sewer networks	Elimination of septic tanks by laying new sewer pipe networks and connecting properties to it. The next phase of construction in Gansbaai and Stanford was completed, and Kleinmond is still in progress.

Description	Progress made in 2019/20 to address challenge
Sludge handling according to legislation	Disposal of dried waste sludge in the most efficient way remains a challenge. Discussions with the Overberg District and DEADP are ongoing.
Extension of basic services	Improvement of ratio of sanitation facilities to households in informal settlements, and provision of basic services at new informal settlements.
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 is required.
Storm water infiltration into sewer networks	Public awareness and law enforcement
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 are required

TABLE 97: WASTE WATER (SANITATION) PROVISION CHALLENGES

Sanitation service Delivery Levels				
Households				
Description	2016/17	2017/18	2018/19	2019/20
	Actual	Actual	Actual	Actual
	No.	No.	No.	No.
Sanitation/sewerage: (above minimum level)				
Flush toilet (connected to sewerage)	25770	0 DB4 SYSTEM CANNOT DIFFRENCIATE TOTALS	0	**30060** DB4 SYSTEM CANNOT DIFFRENCIATE TOTALS
Flush toilet (with septic tank)	6138	0 DB4 SYSTEM CANNOT DIFFRENCIATE TOTALS	0	0 DB4 SYSTEM CANNOT DIFFRENCIATE TOTALS
Chemical toilet	0	0	0	0
Pit toilet (ventilated)	0	0	0	0
Other toilet provisions (above min. service level)	0	0	3555	3675
Minimum Service Level and Above sub-total	33124	32217	33251	33735
Minimum Service Level and Above Percentage	100	100	100	100
Sanitation/sewerage: (below minimum level)				
Bucket toilet	0	0	0	0
Other toilet provisions (below min. service level)	0	0	0	0
No toilet provisions	0	0	0	0

Sanitation service Delivery Levels				
Households				
Description	2016/17	2017/18	2018/19	2019/20
	Actual	Actual	Actual	Actual
	No.	No.	No.	No.
Below Minimum Service Level sub-total	0	0	0	0
Below Minimum Service Level Percentage	0	0	0	0
Total households	**33124**	**32217** (informal households included (29165+3052)	**33251** (Informal household included (29361+3620)	**33735** (Informal household included (30060+3675)
Including informal settlements				
For 2017/18 and 2018/19 and 2019/20 the financial system (DB4) cannot differentiate totals				

TABLE 98: SANITATION SERVICE DELIVERY LEVELS

d) Service Delivery Indicators

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall Performance for2019/ 2020			
						Target	Actual	R	Corrective Measures
TL3	The provision and maintenance of municipal services	Quality of effluent comply 90% with licence and/ or general limit in terms of the Water Act (Act 36 of 1998)	% compliance	All	95.77%	**90.00%**	**86.34%**	O	Target almost The upgraded Stanford WWTW have been commissioned. Investigations for the upgrade of the Kleinmond and Hawston WWTW's have been completed. The upgrade/refurbish of the Kleinmond WWTW is included in the approved 3 year capital budget.
TL36	The provision and maintenance of municipal services	The provision of sanitation services to informal households (excluding invaded state owned land and private land) based on the standard	The number of toilet structures provided in relation to the number of informal households (excluding invaded land unsuitable for housing and private land)	All	881	**884**	**885**	G2	Target well met

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall Performance for2019/ 2020			
						Target	Actual	R	Corrective Measures
		of 1 toilet to 5 households (MPPMR Reg 10 (a))							
TL37	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 fianancial system (SAMRAS)) (MPPMR Reg 10 (a))	No of formal residential households which are billed for sewerage in accordance to the SAMRAS financial system	All	29,631	**29 631**	**30 060**	G2	Target well met
TL49	The provision and maintenance of municipal services	The provision of sanitation services to informal households on invaded land with available funding ("Land Invasion" refers to the illegal occupation of land, with the intention of establishing dwellings / a settlement upon it. An invasion may be by one individual or by hundreds of households).	The number of toilets provided for informal households on invaded land with available funding	All	120	**130**	**137**	G2	Target well met

TABLE 99: SERVICE DELIVERY INDICATORS: WASTE WATER (SANITATION) PROVISION

Employees: Sanitation Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	40	39	42	43	42	1	98%
4 - 6	4	4	3	3	3	0	0%
7 - 9	15	14	14	14	14	0	0%
10 - 12	4	5	4	5	4	1	80%
13 - 15	0	0	0	0	0	0	0%
16 - 18	1	1	1	1	1	0	0%
19 - 20	1	1	1	1	1	0	0%
Total	**65**	**64**	**65**	**67**	**65**	**2**	**97%**

TABLE 100: EMPLOYEES WASTE WATER (SANITATION) PROVISION

Capital Expenditure 2019/20: Sanitation Services					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
SEWERAGE FACILITIES (CONTINGENCY)	600 000	600 000	508 343	-91 657	508 343
KLEINMOND - SEWER NETWORK EXTENSION	5 000 000	1 106 905	924 042	-4 075 958	924 042
UPGRADING OF KIDBROOKE PIPELINE	3 070 023	3 070 023	2 070 023	-1 000 000	2 070 023
WWTW UPGRADE - STANFORD	1 800 240	1 800 240	1 797 140	-2 860	1 797 140
PROVISION OF BULK SEWER SUPPLY	126 000	126 000	126 000	0	126 000
REHABILITATE MAIN BULK SEWER TO WWTW PH1	4 000 000	1 338 577	538 576	-3 461 424	538 576
FENCING AT SEWERAGE INSTALLATIONS	800 000	800 000	799 974	-26	799 974
GANSBAAI CBD SEWER NETWORK EXTENSION	6 574 574	6 574 574	6 445 400	-129 174	6 445 400
VEHICLES-SEWERAGE	2 086 957	2 086 957	2 061 547	-25 410	2 061 547
BASIC SERVICES FOR EMERGENCY HOUSING	1 400 000	1 400 000	875 724	-524 276	875 724
ZWELIHLE SEWERS	10 222 500	1 174 830	1 174 830	-9 047 670	1 174 830

Capital Expenditure 2019/20: Sanitation Services					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
BASIC SERVICES FOR EMERGENCY HOUSING	162 000	162 000	0	-162 000	0
Total All	**35 842 271**	**20 240 106**	**17 321 599**	**-18 520 672**	**17 321 599**
Total project value represents the estimated cost of the project on approval by Council					

TABLE 101: CAPITAL EXPENDITURE 2019/20: WASTE WATER (SANITATION) PROVISION

85.6% of the adjusted capital budget for Sanitation for 2019/20 was spent. Unspent funds have been rolled over to the 2020/21 financial year, to enable continuation of the relevant projects. The reasons for the under spending on capital projects included inter alia the termination of the contract for the Zwelihle and Kidbrooke sewers due to the contractor's sub-standard performance, and unavoidable delays in construction on all projects due to the COVID-19 lock down period.

3.3.3 ELECTRICITY

a) Introduction to Electricity

Emergency housing in the Overstrand area has taken off over night and various areas have been identified to assist local communities. A number of streetlights and electricity connections have been provided to try and assist locals until the various housing projects are completed.

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 23 applications with a combined installed capacity of 191 kVA. 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 urges all owners of PV installations (grid-tied or off-grid) to register at their relevant Municipal administration.

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.

b) Electricity Losses

The electricity losses were determined at 6.02% for the 2019/20 financial year as opposed to the 6.45% in the preceding 2018/19 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 7.5% has been set for the next financial year.

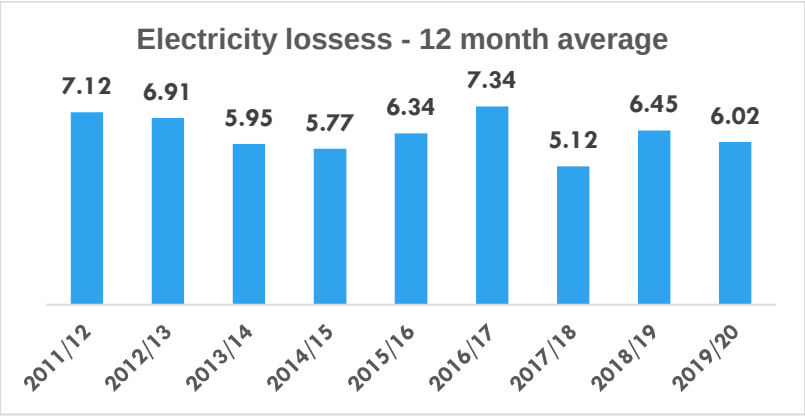
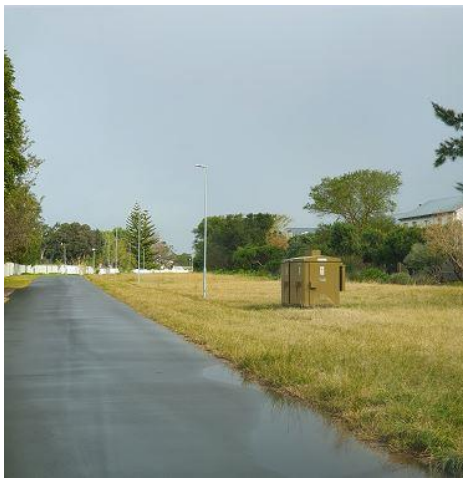


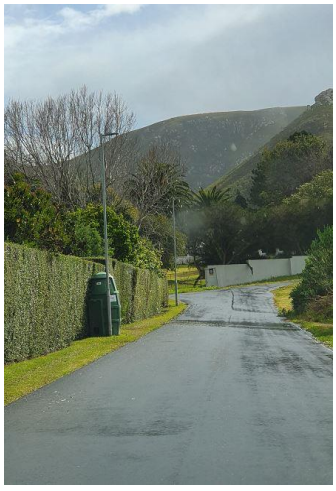
FIGURE 22: ELECTRICITY LOSSES

c) Highlights: Electricity

Highlights	Description
Hermanus, Hawston and Kleinmond: Medium Volt (MV) & Low Volt (LV) network upgrade (2018/2019)	The project was completed in the month of September 2019. This project entailed the upgrading of the MV and LV network that includes new distribution kiosks and new streetlights.
Re-electrification of Mandela Square, Zwelihle	The re-electrification project of the Mandela Square area in Zwelihle is still in progress. Delay on the project are due to civil works.
Electrification of Hawston Housing project started.	The electrification project of Hawston Housing area started and is in progress. A number of 69 houses were electrified out of the 378 households.
Installation of new street lighting through Ward Specific Projects (WSP's)	New street lights were installed in Onrus and Fisherhaven area.
Franskraal, Kleinbaai & Birkenhead: MV/LV Minisub upgrade	The project was completed in August of 2019. This project entailed the upgrading of MV and LV networks in the Franskraal, Kleinbaai area.
Franskraal, Kleinbaai, Birkenhead: New 66/11kV Substation	Planning is underway for a new 66/11kV substation in the Birkenhead area. This project is estimated to be completed in 2022.
Stanford: MV Upgrade	The Stanford MV upgrade has been completed and entailed the upgrading of a big part of the MV network in Stanford.

TABLE 102: ELECTRICITY HIGHLIGHTS







Electricity - MV and LV network upgrades in Greater Hermanus and Kleinmond areas







Installation of new high mast light in Zwelihle



Electrification of Hawston Housing project in Hawston

d) Challenges: Electricity

Description	Progress made in 2019/20 to address challenge
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.
Weakening Eskom 66/11kV Infrastructure	The various 66/11kV Eskom infrastructure that supplies the Overstrand area is in a deteriorating state and causes multiple unplanned/ prolonged outages in all Overstrand areas on a regular basis. This is a major concern for Overstrand and its consumers.
Limited Eskom Capacity	The limited Eskom network capacity puts a constraint on development in Overstrand areas as Eskom cannot

Description	Progress made in 2019/20 to address challenge
	provide the applicable capacity requirements without having to do a full network upgrade.

TABLE 103: ELECTRICITY CHALLENGES

Electricity Service Delivery Levels				
Households				
Description	2016/17	2017/18	2018/19	2019/20
	Actual	Actual	Actual	Actual
	No.	No.	No.	No.
Electricity (at least min. service level)	6356	6112	5831	5946
Electricity - prepaid (min. service level)	18530	18814	19464	19731
Minimum Service Level and Above sub-total	24886	24926	25295	25677
Minimum Service Level and Above Percentage	100	100	100	100
***Energy:* (below minimum level)**				
Electricity (< min. service level)	0	0	0	0
Electricity - prepaid (< min. service level)	0	0	0	0
Other energy sources	0	0	0	0
Below Minimum Service Level sub-total	0	0	0	0
Below Minimum Service Level Percentage	0	0	0	0
Total number of households	**24886**	**24926**	**25295**	**25677**

TABLE 104: ELECTRICITY SERVICE DELIVERY LEVELS

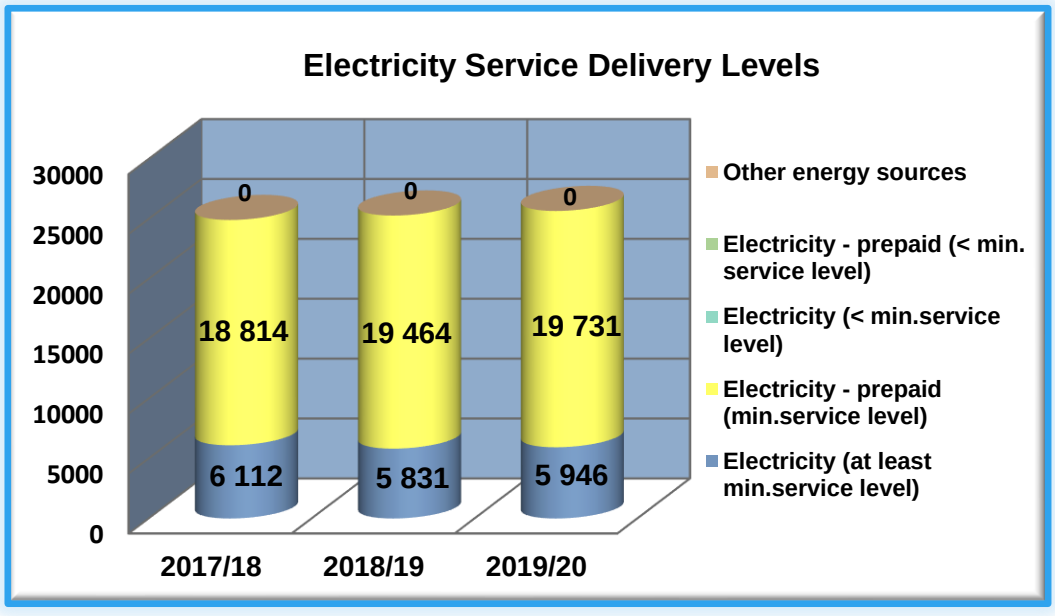


FIGURE 23: ELECTRICITY SERVICE DELIVERY LEVELS

Households – Electricity Service Delivery Levels below the minimum						
Households						
Description	2016/17	2017/18	2018/19	2019/20		
	Actual	Actual	Actual	Original Budget	Adjusted Budget	Actual
	No.	No.	No.	No.	No.	No.
Formal Settlements						
Total households	**24886**	**24926**	**27732**	**25677**	**25677**	**25677**
Households below minimum service level	0	0	0	0	0	0
Proportion of households below minimum service level	0	0	0	0	0	0
Informal Settlements						
Total households	**2286**	**2285**	**2526**	**2527**	**2527**	**2527**
Households below minimum service level	0	0	0	0	0	0
Proportion of households below minimum service level	0	0	0	0	0	0

TABLE 105: HOUSEHOLDS - ELECTRICITY SERVICE DELIVERY LEVELS BELOW THE MINIMUM

e) Service Delivery Indicators

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall Performance for2019/2020			
						Target	Actual	R	Corrective Measures
TL18	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) x 100}	% of electricity unaccounted for	All	6.45%	**7.50%**	**6.02%**	B	Target extremely well met
TL33	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) (MPPMR Reg 10 (a))	Number of formal households that meet agreed service standards	All	21,332	**21 048**	**21 546**	G 2	Target wel met

TABLE 106: SERVICE DELIVERY INDICATORS: ELECTRICITY

Employees: Electricity Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	27	28	26	24	24	0	0%
4 - 6	5	5	7	14	14	0	0%
7 - 9	9	9	12	12	11	1	82%
10 - 12	12	11	13	16	14	2	86%
13 - 15	6	6	6	6	5	1	83%
16 - 18	2	2	2	2	2	0	0%
19 - 20	0	0	0	0	0	0	0%
Total	**61**	**61**	**66**	**74**	**70**	**4**	**95%**

TABLE 107: EMPLOYEES: ELECTRICITY SERVICES

Capital Expenditure 2019/20: Electricity Services					
R'000					
	2019/20				
Capital Projects	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
				R	
Total All	**22 430**	**27 585**	**19 837**	**2 593**	**19 837**
FRANSKRAAL, KLEINBAAI & BIRKENHEAD: MV/LV & MINISUB UPGRADE	2 250	2 250	2 249	1	2 249
FRANSKRAAL, KLEINBAAI & BIRKENHEAD: NEW 66/11KV SUBSTATION	2 000	1 304	1 304	696	1 304
ELECTRIFICATION OF LOW COST HOUSING AREAS (INEP)	7 000	7 000	7 000	0	7 000
ZITHANDE STREET LIGHTS	400	400	23	377	23
STREETLIGHTS	30	30	29	1	29
STANFORD: MV UPGRADE	750	750	749	1	749
HERMANUS: MV & LV UPGRADE/REPLACEMENT	5 000	8 872	3 819	1 181	3 819
KLEINMOND: MV&LV UPGRADE/REPLACEMENT	2 000	2 439	534	1 466	534
HAWSTON: MV & LV UPGRADE/REPLACEMENT	2 000	3 540	3 130	1 130	3 130

Capital Expenditure 2019/20: Electricity Services					
R'000					
	2019/20				
Capital Projects	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
				R	
ELECTRICITY TRANSFORMERS (CAPITAL REPLACEMENT CONTINGENCY)	1 000	1 000	1 000	0	1 000

TABLE 108: CAPITAL EXPENDITURE 2019/20: ELECTRICITY SERVICES

72% of the capital budget for Electricity for 2019/20 was spent.

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



Repaired garden waste drop off area at the Kleinmond Transfer Station

a) Introduction to Waste Management

Overstrand Municipality delivers a first world solid waste service to the residents of Overstrand and all urban households are receiving the service at least once a week. The two bag system is being applied, i.e. a black bag for wet waste and a clear bag for recycling, in the Stanford, Gansbaai and Pearly Beach areas. The two bag system however had to be suspended in the Hermanus and Kleinmond areas since the Hermanus material recovery facility was severely damaged during the June 2018 unrest, and was not able to be re-opened. The decision was made to cancel the contract

with Walker Bay Recycling, which meant that there was no legally contracted recycling offloading point for the municipality to drop off the clear bag recyclables.

The Gansbaai material recovery facility, which is operated by a private contractor on behalf of Overstrand Municipality which provides jobs for +/- 10 people, also had to close for about two months during the COVID-19 lockdown, but thankfully is now up and running again with all the required COVID-19 health and safety protocols in place.

It has been a very tough year for our recycling contractor in Gansbaai (and recyclers in general). Firstly the new government gazetted minimum wage had an impact on their profitability, then rate per ton that they were getting paid for material recycled dropped right down, then they had to close for about two months during the lockdown, and now that they are operating again, some of the buyers for their recycled product are still not purchasing, or limiting the volumes recycled materials that they will accept, for example Consol Glass.

The Walkerbay Recycling business was acquired by new owners and relocated to Sandbaai industrial area, where they provided a recycling service directly to members of the public who delivered their clean recycling materials to their facility. Unfortunately they were not able to keep providing the service when the market rates paid for recycled waste materials collapsed towards the end of 2019, and had to cut back on their service provided to the general public and are still operating on a smaller scale.

Two new small scale waste recycling operators have started to operate in the last year; one in Hermanus and the other in Kleinmond.

The contractor for the construction of the new Materials Recovery and Public Drop off facilities has been appointed, and construction will start in July 2020, and is scheduled to be completed before the end of the 2020/21 budget year.

The operation of the new Hermanus Material Recovery Facility will once again be put out on tender for it to be operated by a private contractor on behalf of Overstrand Municipality. This tender will be advertised shortly and it is hoped that it will provide jobs for at least 35 people.

There are two landfills that service the Overstrand municipal area namely the Gansbaai landfill site which belongs to the Overstrand Municipality, and has a remaining estimated lifespan of about 16 years, and Karwyderskraal landfill, which is owned by the Overberg District Municipality, and has a remaining lifespan of about 50 years. The agreement reached between Overberg District

Municipality, Overstrand Municipality and Theewaterskloof Municipality has secured the use of the Karwyderskraal landfill for both local municipalities until the landfill reaches its capacity.

The informal areas are serviced with swing bins and mini disposal sites for the residents to dispose of their refuse, as well as strategically placed 10 m^3 waste containers in Zwelihle.

Private local contractors are deployed to specific demarcated areas for area and street cleaning. This has worked well for us and this service was once again put out on tender. The tenders have closed and the supply chain process is being finalised for the appointment of new contractors for the next contract period. 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.

During this financial year the Overstrand Municipality's Integrated Waste Management Plan (IWMP) was reviewed, the draft circulated for public comments and the final fifth generation document was subsequently approved at the Council meeting on the 27th May 2020. The document is available for download on the Overstrand web site at https://www.overstrand.gov.za/en/documents/strategic-documents/integrated-waste-management

Baboons have once again proven to be a problem this year and Human Wildlife Solutions have been appointed by the Overstrand Municipality to try and assist with keeping them out of our towns. For more information on the baboon related issue, see the Environment Protection section of this report. Note that a baboon proof bin is compulsory in areas that are declared as problem areas.

In the coming year the waste bylaw will be reviewed and put out for public comment.

With regards to education and awareness of scholars, a tender was put out for the provision of puppet shows and live actors to educate the students about recycling and illegal dumping. The aim is to target both the small children and larger students, to introduce them to recycling in a playful interactive way. The shows were to be presented in Afrikaans, English and isiXhosa to reach as many children as possible. Unfortunately with all the shows planned for May this year, they had to be cancelled due to the schools having been closed due to the COVID-19 lock down.

b) Highlights: Waste Management

Description	Progress in 2019/20 to address challenge
Insurance monies were paid out enabling the repair of the Kleinmond Transfer Station.	The Transfer station buildings were repaired and the burnt wooden pole retaining structure at the garden

Description	Progress in 2019/20 to address challenge
	waste drop off area was replaced with a concrete retaining block wall.
Started the removal of the old Hawston landfill site.	The removal of the old Hawston landfill site has started and will be completed in the next financial year.

TABLE 109: WASTE MANAGEMENT HIGHLIGHTS

Kleinmond Transfer Station after repairs completed



Kleinmond Transfer Station before repairs





Removal of the old Hawston landfill to Karwyderskraal Landfill site

d) Challenges: Waste Management

Description	Progress in 2019/20 to address challenge
Finding a suitable location for the new Materials Recovery Facility (MRF) and drop-off facilities to replace the current damaged facilities.	The Hermanus Waste Water Treatment Works site was eventually identified as the most suitable site for the relocation of the Materials Recovery Facility and the new public drop off. A presentation of the proposed facilities was presented at the October 2019 ward committee meetings for wards 5, 6, 7 & 12. A public process was then followed for the consent use application and that concluded with authorisation being granted by the Planning Tribunal on the 26th March 2020
Illegal dumping of waste, particularly during the lockdown when the transfer stations and public drop offs were not open to the public.	With the lifting of the lockdown to level 3 the situation has improved as the public now once again have access to the disposal facilities and the situation has improved somewhat.

Description	Progress in 2019/20 to address challenge
Vandalism and damages at the Stanford drop off. (During the year the wooden retaining structure was burnt and the waste in the recycling container was also set alight which damaged the container.)	Funding was requested for the 2020/21 financial year to install surveillance cameras to try and identify perpetrators.

TABLE 110: WASTE MANAGEMENT CHALLENGES

Illegal dumping outside of the Hawston drop off during the lock down.



Solid Waste Service Delivery Levels				
Households				
Description	**2016/17**	**2017/18**	**2018/19**	**2019/20**
	Actual	**Actual**	**Actual**	**Actual**
	No.	**No.**	**No.**	**No.**
Solid Waste Removal: (Minimum level)				
Removed at least once a week	32 029	32 695	34782	33 366
Minimum Service Level and Above sub-total	**32 029**	**32 695**	**34782**	**33 366**
Minimum Service Level and Above percentage	**100%**	**100%**	**100%**	**100%**
Solid Waste Removal: (Below minimum level)				
Removed less frequently than once a week	0	0	0	0
Using communal refuse dump	0	0	0	0
Using own refuse dump	0	0	0	0
Other rubbish disposal	0	0	0	0
No rubbish disposal	0	0	0	0
Below Minimum Service Level sub-total	0	0	0	0
Below Minimum Service Level percentage	0	0	0	0
Total number of households	**32 029**	**32 695**	**34782**	**33 366**

TABLE 111: SOLID WASTE SERVICE DELIVERY LEVELS

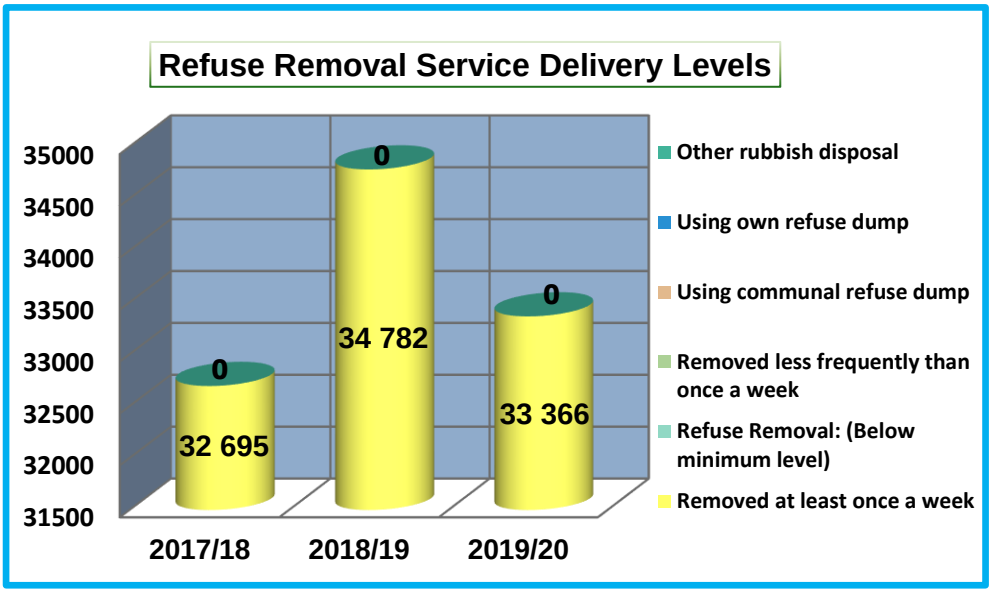


FIGURE 24: REFUSE REMOVAL SERVICE DELIVERY LEVELS

d) Service Delivery Indicators

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Target	Actual	R	Corrective Measures
TL31	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))(MPPMR Reg 10 (a))	Number of formal households for which refuse is removed at least once a week	All	33,105	**33 105**	**33 366**	G 2	Target well met

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Target	Actual	R	Corrective Measures
TL32	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 (MPPMR Reg 10 (a))	Number of weekly reomoval of refuse in informal households (Once per week = 52 weeks per annum	All	52	**52**	**53**	G 2	Target well met

TABLE 112: SERVICE DELIVERY INDICATORS: SOLID WASTE MANAGEMENT

Employees: Solid Waste Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	108	110	115	116	115	1	99%
4 - 6	2	2	1	1	1	0	0%
7 - 9	16	18	18	18	18	0	0%
10 - 12	2	2	2	3	2	1	66%
13 - 15	-	0	0	0	0	0	0%
16 - 18	1	1	1	1	1	0	0%
19 - 20	-	0	0	0	0	0	0%
Total	**129**	**133**	**137**	**139**	**137**	**2**	**99%**

TABLE 113: EMPLOYEES: SOLID WASTE SERVICES

Capital expenditure on waste management

Capital Expenditure 2019/20: Solid Waste Services					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total all	**16 931 122**	**0**	**7 310 875**	**9 620 247**	**0**
Vehicles waste management	5 931 122	6 011 122	5 993 747	-62 625	5 993 747

Capital Expenditure 2019/20: Solid Waste Services					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
High risk fencing Transfer Station	1 000 000	1 000 000	0	1 000 000	1 450 000
Hermanus new Waste Management Facility	10 000 000	3 100 000	0	10 000 000	19 256 522
	0	1 400 000	1 317 128	- 1 317 128	
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)					

TABLE 114: CAPITAL EXPENDITURE 2019/20 SOLID WASTE SERVICES

43% of the original capital budget for Waste Management for 2019/20 was spent during the year.

The capital expenditure for the current 2019/20 financial year was limited to three main items namely vehicles for waste management, New fence for Kleinmond Transfer Station and the new Hermanus waste management facility.

The full vehicle allowance capital budget was spent during the year.

The high risk fencing for Kleinmond Transfer Station was delayed to 2020/21 due to available capital budget been short of the required budget which was estimated to be R 1 450 000.

The capital spend on the new Hermanus Waste Management Facility was delayed due to delays with finding a suitable location and then getting the required approvals before construction could start. The lockdown as a result of COVID-19 also added to the delay with getting this project started.

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. The waste surrendering licence process now needs to be undertaken for this site.

Permission to remove the body of Hawston Landfill to Karwyderskraal, the regional landfill site, has been given by the Department of Environmental Affairs and the removal project started in May 2020 and should be completed in the 2020/21 financial year.

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 the Karwyderskraal regional landfill. This project has been put on hold due to the fact that the site was invaded and is now covered with informal housing and as such inaccessible for mining.

Waste management provides a good and effective refuse removal service and is coping well with the high season (peak) periods.

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.

3.3.5 HOUSING

a) Introduction to Housing

The Overstrand Municipality has over the last few years had its share of in-migration of people, which is caused by 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 was developed and is in the implementation phase. A multi-year program of development was compiled as implementation strategy with the 5 year program forming part of the IDP and being updated annually. The purpose of the program is to address this backlog and identify projects in each area where the need exists for development. The approach has the following main objectives:

- 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.

- The upgrading of informal settlements whereby enhanced serviced sites are provided, has been made a priority in the multi-year housing program.

- Submission of funding applications to Provincial Department of Human Settlements for Integrated Residential Development Programmes (IRDP) which makes provision for construction of BNG housing and serviced sites for different income categories.

➔ The development of communities through the IRDP and GAP program in order to reduce the housing waiting list as far as possible.

All in all, the multi-year housing 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.

SUMMARY OF COMPLETED PROJECTS SINCE INCEPTION OF THE MULTI-YEAR HOUSING PROGRAMME:

	PROJECT	PROGRESS	STATUS	TOTAL
1.	Admin Site 39 units	Construction of 39 top structures commenced during January 2018 and was completed at the end of November 2018	**2018/2019** Top structures completed	**39**
2.	Site C2 – 132 units	Construction of top structures commenced during September 2017 and was completed at the end of October 2018.	**2017/2018/2019** Top Structures completed	**132**
3.	Hawston IRDP 489 services	Installation of civil services commenced during May 2017 and practical completion was reached at the end of July 2019.	**2017/2018/2019/2020** Services completed	**489**

Projects Completed during 2019/2020

MANDELA SQUARE, ZWELIHLE UISP – 83 SERVICED SITES

Project entailed the installation of A-grade civil infrastructure on 83 sites in Mandela Square as part of the Zwelihle UISP Project in Hermanus. Project was completed during March 2020.

BEVERLY HILLS UISP, GANSBAAI – 100 SERVICED SITES

Project entailed the installation of A-grade civil infrastructure on 100 sites in Beverly Hills informal settlement in Gansbaai. The implementation was done in-situ and completed during June 2020.

BLOMPARK IRDP – 544 SITES

Project entailed the installation of A-grade civil infrastructure on 544 sites in Blompark Gansbaai. This was a greenfield project under the IRDP programme and was completed during December 2019. A funding application for the construction of top structures was submitted to DoHS during September 2019 and approval is awaited.

Projects in Progress

HAWSTON TOP STRUCTURES

Project entails the construction of 378 BNG houses in Hawston under the IRDP Programme. The Contractor established on site during February 2019 and the project will be completed end of December 2020.





Hawston Housing Top structures

GEORGE VILJOEN TRAFFIC INTERSECTION, HAWSTON IRDP

Project entails the upgrading of the George Viljoen- and R43 Intersection in Hawston and includes the installation of traffic signals. Contracts were finalized during March 2020 but the Contractor could only establish on site at the beginning of May 2020 after Level 4 lockdown was announced. The project is well underway and will be completed at the end of August 2020.





George Viljoen Traffic intersection, Hawston

MASAKHANE IRDP

Project entails the installation of A-grade civil infrastructure on 296 sites in Masakhane, Gansbaai.

Project commenced during March 2019 and was a greenfield project under the IRDP programme. Project completion for 254 sites was achieved during December 2019 and the remaining 42 sites will be completed during 2020/2021 financial year as a result of relocations.

STANFORD IRDP

Project entails the installation of A-grade civil infrastructure on 783 sites in Stanford. Project commenced during June 2019 and was a greenfield project under the IRDP programme. Project is ongoing and will be completed during the 2020/2021 financial year.

MANDELA SQUARE WETCORES

Project entails the installation of 83 wetcores (toilet structure, tap and washtrough) on the 83 serviced sites. Contractor established on site during June 2019 and project completion date is end of August 2020.

SITE C1, SWARTDAMROAD, HERMANUS

Project entails the construction of 150 BNG top structures on Site C1, Swartdamroad. A funding application was submitted to DoHS in terms of the current subsidy quantum during July 2019 and approval was received during February 2020. Additional geotechnical funding application was submitted during June 2020 and approval is awaited.

MOUNT PLEASANT INFILL SITES

A Pre-planning funding application for a number of sites in Mount Pleasant and Westdene were submitted to DoHS during June 2018. Approval to commence with the pre-planning was received at the end of November 2018. Consultants were appointed and the planning of the different sites are currently in progress. Town Planning applications were advertised during February 2020 and LUPA process is therefore in progress. Funding application for specialized studies were submitted to DoHS during August 2019 and approval is awaited. It is envisaged that the sites will be made available as serviced sites to qualifying beneficiaries in the FLIPS and GAP market.

KLEINMOND LAND INVESTIGATION

An investigation to identify suitable land for integrated development was undertaken during 2017/2018 and is currently still in progress. A survey and enumeration was done of all the backyard structures and informal settlement dwellers as part of the investigation. The survey was required in order to determine the need for various housing typologies within the area to allow for better planning of developments. The information gathered from the survey, will now be incorporated into the report. Once completed, the report will be submitted to Council for approval, where after detailed planning will take place. Potential projects have been included in the housing programme and funding will be requested from DoHS after the report has been finalised and development sites identified and approved by Council.

Provincial Projects

The application for the proposed acquisition of Portion 6 of Farm 575, Afdaksrivier in Hawston was put on hold as DoHS has incorporated this farm as part of the Priority Housing Development Area (PHDA) for the Greater Hermanus area. Application for inclusion of properties in the Hermanus West area as a PHDA was submitted to DoHS during September 2019. The application was included in Provincial DoHS submission to National DoHS for approval. Approval was gazetted during May 2020.

The purchase of Schulphoek was finalised during December 2019 and a Land Availability Agreement has been signed between the Municipality and DoHS. The Agreement makes the land available for DoHS to plan and implement the development in accordance with agreements with the Municipality. These projects are both being planned by DoHS with the Municipality forming part of the Steering Committee and planning process. Appointment of all service providers are done by DoHS.

b) Highlights: Housing

Highlights	Description
Hawston Top Structure Project	63 Units were handed over during December 2019 of which 4 were given to disabled beneficiaries. Project completion date is December 2020.
George Viljoen Traffic Intersection, Hawston IRDP	Construction of the traffic intersection commenced during May 2019 and will be completed during August 2020.
Mandela Square, Zwelihle UISP	Installation of civil infrastructure on 83 enhanced serviced sites was completed during March 2020. Contractor established on site during June 2020 for the installation of 83 wetcores to be completed at the end of August 2020.
Masakhane IRDP	Installation of civil infrastructure on 254 sites were completed during December 2019.
Blompark IRDP	Installation of civil infrastructure on 544 sites were completed during December 2019.
Beverly Hills UISP	Installation of civil infrastructure on 100 sites were completed during June 2020.
Site C1, Swartdamroad IRDP Project	Funding approval for construction of 150 top structures was received during February 2020.

TABLE 115: HOUSING HIGHLIGHTS

c) Challenges: Housing

Description	Progress in 2019/20 to address challenge
Availability of funding for the implementation and roll out of the housing pipeline	Ongoing discussions with DoHS

TABLE 116: 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**
2017/18	33 692	30 613	100%
2018/19	34 782	31 162	100%
2019/20	35 385	31 710	100%

TABLE 117: 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	Number of applicants on waiting list	% Housing waiting list increase/decrease
2017/18	7814	2.65% increase
2018/19	11 232	43.74% increase
2019/20	12 156	8.00%

TABLE 118: HOUSING WAITING LIST

Capital Expenditure 2019/20: Housing					
R					
Capital Projects	**2019/20**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
TOTAL ALL	**R51 500 000.00**	**R79 189 123.66**	**R80 099 937.29**	**0**	**0**
Stanford IRDP	R6 000 000.00	R28 163 249.64	R29 477 316.21		R43 238 826.00
Masakhane IDRP	R11 113 300.00	R8 415 811.36	R8 415 811.35		R19 562 362.00
Masakhane UISP	0	R647 712.66	R647 712.66		R75 063 584.00
Blompark IRDP	R1 818 048.00	R1 818 048.00	R1 728 048.00		R29 161 120.00
Hawston IRDP Traffic Signals	R3 592 302.00	R3 592 302.00	R3 592 222.00		R31 264 428.00
Mandela Square, Zwelihle UISP	R1 752 000.00	R4 852 000.00	R4 852 000.01		R33 126 656.00
Schulphoek	0	R31 700 000.00	R31 386 827.06		R31 700 000.00
Transit Camp, Zwelihle UISP	R1 500 000.00	0	0		
Mount Pleasant IRDP Infill	R663 182.00	0	0		R1 278 575.00
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)					

TABLE 119: CAPITAL EXPENDITURE 2019/20- HOUSING

100% of the capital budget for Housing for 2019/20 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 categories 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 househols 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 30.6.2020

NUMBER OF APPROVED INDIGENTS PER AREA – 30.6.2020		
Area	**No**	**%**
BAARDSKEERDERSBOS	5	0.07%
BUFFELSJAG	28	0.37%
BLOMPARK	523	6.89%
DE KELDERS	23	0.30%
FRANSKRAAL	20	0.26%
GANSBAAI	117	1.54%
KLEINBAAI	12	0.16%
MASAKHANE - GANSBAAI	317	4.17%
PEARLY BEACH	274	3.61%
BREDASDORP REG DISTR GBAY	2	0.03%
CALEDON REG DISTR GBAY	35	0.46%
SUB-TOTAL GANSBAAI	**1356**	17.86%
EASTCLIFF	1	0.01%
FISHERHAVEN	15	0.20%
GRP DEV (B/CLUB, W/ROCK, SHOEK	1	0.01%
HAWSTON	1167	15.37%
MOUNT PLEASANT	917	12.07%
MEERENBOSCH	0	0.00%
NORTHCLIFF	4	0.05%
ONRUS	9	0.12%
SANDBAAI	39	0.51%
VOELKLIP	0	0.00%

NUMBER OF APPROVED INDIGENTS PER AREA – 30.6.2020		
Area	**No**	**%**
VERMONT	5	0.07%
WESTCLIFF	141	1.86%
ZWELIHLE	2362	31.10%
SUB-TOTAL HERMANUS	**4684**	61.37%
BETTYSBAAI	56	0.74%
KLEINMOND	449	5.91%
OVERHILLS	172	2.26%
PROTEADORP	150	1.97%
PRINGLEBAAI	17	0.22%
ROOIELS	2	0.03%
UITBREIDING 6	78	1.03%
SUB-TOTAL KLEINMOND	**924**	12.16%
STANFORD NORTH	650	8.41%
STANFORD SOUTH	4	0.05%
SUB-TOTAL STANFORD	**646**	8.47%
TOTAL INDIGENT HOUSEHOLDS FOR 2019/20	**7 595**	100%

TABLE 120: INDIGENTS PER AREA - 30.6.2020

The Indigent basket indication for 2017/18, 2018/19 and 2019/20:

Financial Year	Equitable Share	Municipal's own Income	Total value of basket
2019/20	848.36	93.01	941.36
2018/19	766.44	83.16	849.60
2017/18	704.26	77.14	781.40

TABLE 121: 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 who earned less than **7 481.00** per month in 2019/20 receive the free basic services as prescribed by Overstrand Municipal Indigent Policy. (The qualifying amount is annually calculated on 4 time's social pension plus R1).

The table below indicates that **21.94%** of the total number of households received free basic services in 2018/19 financial year whilst it reduced to **21.46**% in the 2019/20 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	%
2017/18	33 692	7 385	21.92	7 385	21.92	7 385	21.92	7 385	21.92
2018/19	34 782	7 630	21.94	7 630	21.94	7 630	21.94	7 630	21.94
2019/20	35 385	7 595	21.46	7 595	21.46	7 595	21.46	7 595	21.46

TABLE 122: FREE BASIC SERVICES TO INDIGENT HOUSEHOLDS

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
2017/18	7 385	50	5 066	26 307	0	0	119	50	n/a
2018/19	7 630	50	5 587	26 630	0	0	115	50	n/a
2019/20	7 595	50	6 229	29 936	0	0	125	50	n/a

TABLE 123: 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
2017/18	7 385	6	2 728	21 789	0	0
2018/19	7 630	6	3 170	22 170	0	0
2019/20	7 595	6	3 522	22 205	0	0

TABLE 124: 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
2017/18	7 385	1 000.44	7 388	26 307	0	0
2018/19	7 630	1 070.04	8 164	26 630	0	0
2019/20	7 595	1 131.00	8 590	29 936	0	0

TABLE 125: 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
2017/18	7 385	1	15 663	26 307	0	0
2018/19	7 630	1	17 305	26 630	0	0
2019/20	7 595	1	19 441	29 936	0	0

TABLE 126: FREE BASIC REFUSE REMOVAL SERVICES TO INDIGENT HOUSEHOLDS PER TYPE OF SERVICE

Financial Performance 2019/20							
Cost to Municipality of Free Basic Services Delivered							
Services Delivered	2016/17	2017/18	2018/19	2019/20			
	Actual	Actual	Actual	Budget	Adjustment Budget	Actual	Variance to Budget
Water	9357	10784	10993	14 234	14 234	12 382	-14,96%
Waste Water (Sanitation)	12279	14151	10417	17 938	17 938	11 850	-51,38%
Electricity	20743	23680	24979	33 656	33 656	27 640	-21,77%
Waste Management (Solid Waste)	11908	13724	14546	18 220	18 220	15 704	-16,02%
Total	**54 287**	**62 339**	**60 935**	**84 048**	**84 048**	**67 576**	-24,38%

TABLE 127: FINANCIAL PERFORMANCE 2019/20: COST TO MUNICIPALITY OF FREE BASIC SERVICES DELIVERED

3.4 COMPONENT B: ROAD TRANSPORT

3.4.1 ROADS

a) Introduction to Roads

Rehabilitation of Roads in Stanford (Phase 2)

The existing asphalt roads in Stanford low cost housing area were generally in poor condition due to insufficient and / or silted up drainage structures. The roads were not built according to the minimum width and standards and some of the roads were only 3.5m wide. The roads have deteriorated over the years and have exceeded its life span. The upgrading of the roads will be implemented in phases. Phase 1 was completed during the 2018/2019 financial year. Phase 2 was implemented duting this financial year and entailed the rehabilitation of Blombos, Compacta, Melkhout, Mundil, Tolbos and Repens street.




Rehabilitation Roads, Stanford Phase 2

Rehabilitation of Roads in Blompark (Phase 2)

The roads in Blompark were built without kerbs and channels which caused severe degradation of the existing asphalt surfacing and edge breaks occurred due to the lack of kerbing. The verges between property boundaries and the roads' edges are un-surfaced and not formalised. The existing grid inlets & catch pits have insufficient capacity, which causes storm water to accumulate in certain areas. Regular blockages occur due to inlet structures that were not constructed properly. The rehabilitation of the roads & storm water infrastructure will be implemented in phases. Phase 1 was completed 2018/2019 financial year and entailed the rehabilitation of Roos, Madeliefie, Magnolia streets and the installation of storm water infrastructure in Roos- and Magnolia Street. Phase 2 was implemented in this financial year and entailed the upgrading of Gousblom Street.





Rehabilitation Roads, Blompark (Phase 2)

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 specific projects were identified as priority projects for the extension of non-motorised transport facilities in Overstrand.

The following projects were completed during this financial year:

Construction of Sidewalks in Masakhane, Gansbaai (Phase 1) – Budget: R 750 000





Sidewalks construction, Masakhane, Gansbaai

The project entails the construction of NMT-complaint sidewalks along Mbeki Street in the in Masakhane township. The sidewalks aim to provide sufficient capacity for pedestrian traffic and safety and to improve the pedestrians' access to the public road transport network.

The COVID-19 pandemic and accompanied lockdown regulations delayed the construction works but the first phase of the project was completed at the end of June 2020. Phase 2 of the project is scheduled for the 2020/2021 financial year.

Construction of Sidewalks in Proteadorp, Kleinmond (Phase 1) – Budget: R 750 000



To provide a safe, connected and convenient walking network for pedestrian's new dedicated sidewalks were constructed along portions of Eleventh Street and School Street. Construction of the sidewalks started 1 June 2020 and was completed at the end of June 2020.

Phase 2 of the project is scheduled for the 2020/2021 financial year.

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 2019/20 financial year (104 952m²) of service roads were resealed in terms of the Overstrand Pavement Management System.

b) Highlights: Roads

Highlights	Description
Rehabilitation of Roads in Stanford	Completed
Rehabilitation of Roads in Blompark	Completed

Highlights	Description
Construction of Sidewalks in Masakhane, Gansbaai (Phase 1)	Completed
Construction of Sidewalks in Proteadorp, Kleinmond (Phase 1)	Completed

TABLE 128: ROADS HIGHLIGHTS

c) Challenges: Roads

Description	Progress made in 2019/20 to address challenge
The biggest challenge is the lack of maintenance funding for the upgrade reseal and rehabilitation of roads in the Overstrand which goes hand in hand with the gradual deterioration of roads.	The total of R 28 489 546.39 and was spent on the reseal and rehabilitation contract and 104 952 m² of roads were patched and resealed during the 2019/20 financial year

TABLE 129: ROADS CHALLENGES

Gravel Road Infrastructure: Kilometres				
Year	Total gravel roads	New gravel roads constructed	Gravel roads upgraded to tar	Gravel roads graded/maintained
2017/18	150	0	5	150
2018/19	143	0	7	143
2019/20	138	0	5	138

TABLE 130: GRAVEL ROAD INFRASTRUCTURE

Tarred Road Infrastructure: Kilometres				
Year	Total tarred roads	New tar roads	Existing tar roads resealed	Tar roads maintained
2017/18	505	0.237	13	505
2018/19	512	2.6	1.582 rehabilitation	512
2019/20	517	1.5	13 Resealed and 0.7 Rehabilitated	517

TABLE 131: 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		
2017/18	8 475 359	20 753 354	55 503 619
2018/19	5 989 342	23 265 973	64 011 882
2019/20	20 961 425 (housing)	22 912 800	60 020 727

TABLE 132: COST OF CONSTRUCTION/MAINTENANCE OF ROADS

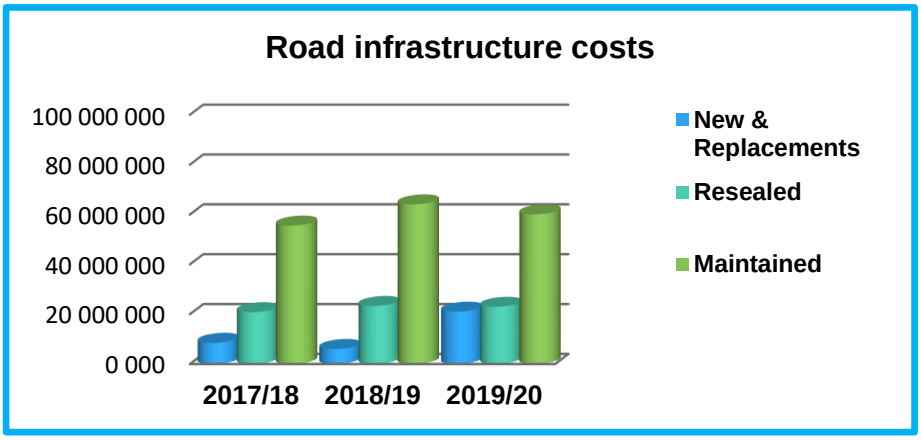


FIGURE 25: ROAD INFRASTRUCTURE COSTS

d) Service Delivery Indicators

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Target	Actual	R	Corrective Measures
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	112,982	**100 000**	**104 952**	G2	Target well met

TABLE 133: SERVICE DELIVERY INDICATORS: ROADS

Employees: Roads							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	68	47	50	50	50	0	0%
4 - 6	25	24	24	26	21	5	81%
7 - 9	15	13	14	16	14	2	86%
10 - 12	5	4	5	5	5	0	0%
13 - 15	2	1	1	2	0	2	100%
16 - 18	1	1	1	1	1	0	0%

Employees: Roads							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
19 - 20	0	0	0	0	0	0	0%
Total	**116**	**90**	**95**	**100**	**91**	**9**	**91%**

TABLE 134: EMPLOYEES: ROADS

Capital Expenditure 2019/20: Roads					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Rehabilitate Roads Blompark	R 2 000 000	R 1 462 613	R 1 462 613	R 537 387	R 2 000 000
Rehabilitate Roads Stanford	R 2 000 000	R 4 713 161	R 4 713 161	R 2 713 161	R 2 000 000
CBD Regeneration program	R 7 644 182	R 544 182	R 544 182	R 7 100 000	R 7 644 182
Kleinmond & Masakhane Sidewalks	R 1 500 000	R 750 000	R 750 000	R 750 000	R 1 500 000
TOTAL ALL	**R 13 144 182**	**R7 469 956**	**R7 469 956**	**R11 100 548**	**R 13 144 182**
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					

TABLE 135: CAPITAL EXPENDITURE 2019/20: ROADS

3.4.2 WASTE WATER (STORM WATER DRAINAGE)

a) Introduction to Storm water drainage

Construction of Stormwater Infrastructure for Hermanus CBD and Industrial Area,

Hermanus Central Business District (CBD) & Industrial Area regularly experiences flooding during high rainfall events due to trapped low points and insufficient stormwater infrastructure. Element Consulting Engineers compiled a Stormwater Management Plan for the Hermanus Central Business District (CBD) & Industrial Area in 2013 and Council approved the funding for the upgrading of stormwater infrastructure in 2018. The initial tender for the implementation of the project had to be cancelled due to insufficient funds. The funding was rolled over to the 2019/2020 financial year. The tender was re-advertised and awarded to Meyer Beton on 02 March 2020. Due to the coronavirus pandemic

implementation was delayed and construction could only start during May 2020 and will be completed 2020/2021 financial year.

The Construction of Stormwater Infrastructure for Hermanus CBD and Industrial Area entails the construction of additional stormwater infrastructure and the upgrading of High Street with new surfacing and street furniture.

The construction works include the following:

- Installation of various new stormwater pipes, kerb and grid inlet catchpits, and manholes;
- New paved surfaces, dished channels, grid inlets and street furniture will be constructed in High Street;
- Installation of Stormwater pipes, catchpits and a stormwater detention pond in the Industrial area.

Upgrading of Overhills Storm water

Element consulting Engineers were appointed for the investigation and preliminary design of the upgrading of the stormwater channel in Overhills Kleinmond. The existing earth channel has insufficient capacity for peak stormwater run-offs therefor the houses adjacent to the channel suffer severe flooding during winter months.

SR Civils Contractors was appointed for the upgrading of the stormwater channel on 26 March 2020. Construction was delayed due to the coronavirus pandemic and the works also had to be suspended due to the restrictions on the relocation and moving of existing structures that is in the way of the construction works.

The project entails the following construction works:

- A bulk stormwater drainage system to serve the area around the existing earth channel;
- 290m section of 900mm diameter stormwater pipe, with manholes and outlet headwall structure.
- 50m section of 1200mm diameter stormwater pipe, with manholes and outlet headwall structure.

Upgrade Bulk Stormwater Blompark & Beverly Hills Housing- Phase 2

Gibb Consulting Engineers compiled a Local Stormwater Management Plan to determine the storm water impacts and the storm water upgrade requirements for the Blompark & Beverley low cost housing development.

There is no formalized storm water drainage system to serve the proposed development. All the storm water drains towards a naturally occurring trapped low point located towards the south of the proposed developments. The bulk storm water upgrades are required to ensure that the post development peak flows are reduced to accommodate the 1:50 year major storm events. Phase 1 was implemented in 2018/2019 financial year and entailed the installation of bulk stormwater pipes, construction of 987 m² Armour flex lined storm water channel and associated stormwater structures.

Phase 2 entailed the construction of a 13 040 m³ stormwater retention pond, landscaping and fencing around the pond.





Upgrade of the bulk storm water for Blompark and Beverly Hills housing project, Phase 2 (Pond) completed

b) Highlights: Waste Water (Storm water drainage)

Highlights	Description
Commencement of Hermanus CBD & Industrial Area Stormwater project	Under construction
Awarding of Overhills Stormwater project	Tender awarded
Completion of Bulk Stormwater Blompark Housing Project	Project completed

TABLE 136: WASTE WATER (STORM WATER DRAINAGE) HIGHLIGHTS

c) Challenges: Waste Water (Storm water drainage)

Description	Progress in 2019/20 to address challenge
Implementation of Master plans	Implementation of Hermanus CBD & Industrial Area masterplans
Damage and flooding of infrastructure & properties	Commencement of Hermanus CBD & Industrial Area stormwater project. Tender awarded for the upgrading of Overhills Stormwater channel.

TABLE 137: 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
2017/18	564	3.1	0	567
2018/19	4.224 km	4.224 km	0	567
2019/20	5.579	5.579	0	573

TABLE 138: STORM WATER INFRASTRUCTURE

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

Financial year	Storm water Measures	
	Capital	Maintained
	R'	
2017/18	10 676 647	5 806 712
2018/19	6 328 804	5 789 458
2019/20	7 887 522	5 267 289

TABLE 139: COST OF CONSTRUCTION/MAINTENANCE OF STORM WATER SYSTEMS

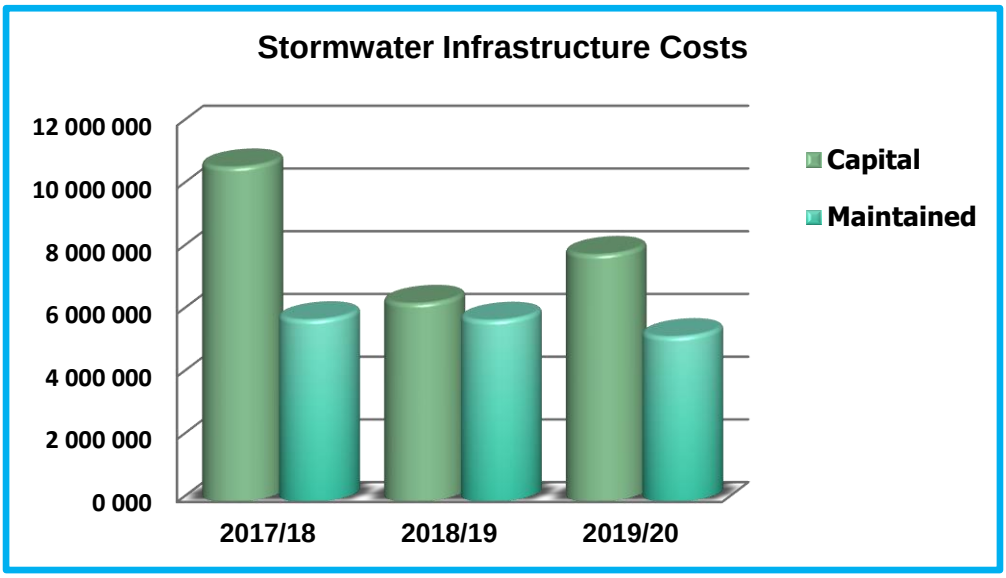


FIGURE 26: STORM WATER INFRASTRUCTURE COSTS

Employees: Storm Water (Storm water drainage)							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	29	28	28	27	25	2	93%
4 - 6	6	6	5	6	6	0	0%
7 - 9	1	1	2	1	1	0	0%
10 - 12	2	2	2	2	1	1	50%
13 - 15	1	1	1	1	1	0	0%
16 - 18	1	1	1	1	1	0	0%
19 - 20	0	0	0	0	0	0	0%
Total	**40**	**39**	**39**	**38**	**35**	**3**	**92%**

TABLE 140: EMPLOYEES: WASTE WATER (STORM WATER DRAINAGE)

Capital Expenditure 2019/20: Waste Water (Storm water drainage)					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Stormwater Main Road and High Street	6 257 665	1 157 665	1 157 665	5 100 000	R 4 000 000
Stormwater Industrial Area	3 457 185	1 357 185	1 357 185	2 100 000	R 3 800 000
Stormwater Overhills	3 000 000	500 000	62 702	2 500 000	R 3 000 000
Blompark Housing project bulk stormwater	7 485 744	5 309 970	5 309 970	2 175 774	R 7 485 744
Total All	**20 200 594**	**8 324 820**	**7 887 522**	**11 875 774**	**18 285 744**
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					

TABLE 141: CAPITAL EXPENDITURE 2019/20: WASTE WATER (STORM WATER DRAINAGE)

39% of the capital budget for Storm Water for 2019/20 was spent. The budget for Blompark Housing Project bulk stormwater was reduced due to the tender prices that came in lower than anticipated. Hermanus Main Road & High Street, Industrial Area and Overhills stormwater funding were rolled over to the 2020/21 financial year.

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 2019/20 financial year were to compile the following policies and strategies:

- Amendment of Overstrand Municipality By-Law on Municipal Land Use Planning, 2015
- Overstrand Zoning Scheme
- Overstrand Overlay Zones, Environmental & Heritage
- Overstrand Spatial Development Framework reviewed
- Overstrand Growth Management Strategy.

b) Highlights: Planning

Highlights	Description
Implementation of second phase of the Hermanus Revitalisation of Hermanus Central Business District (CBD)	High Street redevelopment
Inception of the Kleinmond Revitalisation Plan	Investigation future development of Kleinmond CBD

TABLE 142: PLANNING HIGHLIGHTS

c) Challenges: Planning

Description	Progress in 2019/20 to address challenge
Compliance with new planning legislation and requirements	Change of National Planning Legislation (SPLUMA)
Government funding not aligning with strategies	New strategy development direction of housing supply
Capital Expenditure Framework (CEF) for the Spatial Development Framework (SDF), SPLUMA requirement	Workshop to be held at Provincial Level

TABLE 143: PLANNING CHALLENGES

Applications for Land Use Development				
Detail	**2016/17**	**2017/18**	**2018/19**	**2019/20**
Applications withdrawn	14	3	7	5
Applications closed	14	17	16	9
Applications finalized	336	273	258	191

Applications for Land Use Development				
Detail	**2016/17**	**2017/18**	**2018/19**	**2019/20**
Applications outstanding at year end	245	236	294	450
Awaiting DEA&DP decision	1	0	0	0

TABLE 144: APPLICATIONS FOR LAND USE DEVELOPMENT

Additional Performance Town Planning and Building Control				
Type of service	**2016/17**	**2017/18**	**2018/19**	**2019/20**
Building plans application processed	2186	2320	1967	1191
Approximate value	R 1 990 320 775	R1 824 276 846	R1 427 860 926	R 792,288,800
New residential dwellings	549 + (RDP 185)	656 + (RDP 111)	518	224 + (RDP 63)
Residential extensions	1074	1276	1143	502
New Business buildings	18 (2 Schools, 1 Sport Centre & 1 Church)	10 (7 Industrial, 1 School & 2 Shops/offices)	8 (2 Industrial, 2 boathouses, 1 sport centre, 1 Restaurant, 2 shops/offices)	9 - 2 Public Schools - 5 Industrial - 2 shops/offices
Rural applications	5	37 approved & 6 not approved	3	- X2 dwelling houses - X1 school

TABLE 145: ADDITIONAL PERFORMANCE TOWN PLANNING AND BUILDING CONTROL

Employees: Planning							
Job Level	**2016/17**	**2017/18**	**2018/19**	**2019/20**			
	Employees	**Employees**	**Employees**	**Posts**	**Employees**	**Vacancies (fulltime equivalents)**	**Vacancies (as a % of total posts)**
	No.	**No.**	**No.**	**No.**	**No.**	**No.**	**%**
0 - 3	0	0	0	0	0	0	0%
4 - 6	3	4	3	4	4	0	0%
7 - 9	4	3	3	3	3	0	0%
10 - 12	0	0	0	0	0	0	0%
13 - 15	5	5	5	6	6	0	0%
16 - 18	1	1	1	1	1	0	0%
19 - 20	-	0	0	0	0	0	0%
Total	**13**	**13**	**12**	**14**	**14**	**0**	**0%**

TABLE 146: EMPLOYEES: PLANNING

Capital Expenditure 2019/20: Planning					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	**0**	**0**	**0**	**0**	**0**
No capital funding allocated					
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)					

TABLE 147: CAPITAL EXPENDITURE 2019/20: 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
Internal Cooperation	Directorates cooperation and involvement including initiation of products
Growing a successful SMMEs base	SMMEs support and engagement towards building community based business forums
Operating a successful Enterprise Empowerment Programme	Supporting Emerging Contractors to participate in the economy whilst growing their businesses
Promoting a diversified economy	Broadening local economic base by supporting diversification
Hosted Connectivity Summit	Improve access to efficient technology to improve the destination and ease of doing business
Introducing Red Tapes reduction initiatives	Conscious and collaborative approach to promote ease of doing business
Improved intergovernmental and stakeholders relations	Involvement and participation of other spheres of government and relevant stakeholders
Positive GDP (Before Covid-19 Pandemic)	Positive sector growth with great employment opportunities supported by an improved growth (Before Covid-19)

TABLE 148: LED HIGHLIGHTS



Connectivity Summit, 2019

b) Challenges: LED

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

Description	Progress made in 2019/20 to address challenge
Lack of participation by key stakeholders	Created a public/private partnership with local stakeholders as a platform for dialogue.
Capacity contrast in HR funding	Expand and realign current staff compliment to fit current priorities.
No linking of LED strategies and Municipality town planning priorities	Input on the review of the SDF to integrate LED principals and practise.
Inadequate poverty alleviation initiatives	Promote home-based food gardens, socio-economic intelligence through research and partner with community-based organisations.
Sustainable LED & community projects	Resource mobilisation from other spheres of the government and partnering with stakeholders.

TABLE 149: 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
Technological Advancement	Connectivity through fibre to advance connectivity and attract investment and working from home.
Maximise natural capital	Promote eco-tourism and support economic initiatives – strategic use of land.

Strategic areas	Description
Information & E-learning	Compliance and business survival resources for the benefit of local firms and embrace technology in growing businesses.
Destination marketing	Marketing of the area to attract investment and tourism.
Fostering local government capacity & leadership	Understanding municipal budget spend across the municipality as a tool to promote economic development.
Support of the informed economy entrepreneurship	Identify viable economic trading space and support the informal economy to grow and restructure for compliance.

TABLE 150: LED STRATEGIC AREAS

Note: Due to the spread of the virus (Covid-19) resulting to the National lockdown, the economic performance data will not be reliable but can only be based on assumptions through modelling.

The table below identifies the economic activity within the different sectors

Sector	2016/17	2017/18	2018/19	2019/20
Agriculture, forestry and fishing	6.4%	14%	11.79%	-1.0%
Mining and quarrying	n/a	0.1%	0.03%	+4.3%
Manufacturing	14.2%	14.5%	9.25%	+0.1%
Wholesale and retail trade	58.1%	17.8%	26.59%	+0.2%
Finance, property, etc.	n/a	16.6%	17.67%	-1.0%
Community and social services	14.1%	6.4%	14.75%	+0.3%
Infrastructure services	n/a	8.2%	7.34%	+5.0%

Table 151: Economic Employment by Sector

d) Tourism

Cape Whale Coast – Tourism Marketing Brand of Overstrand Municipality

The travel and tourism sector is a labour-intensive industry that has been identified by government as a key driver for South Africa's economic and social development. The coronavirus pandemic has resulted in global and domestic restrictions on travel which has severely affected tourism –

internationally as well as in the Overstrand with leisure tourism at a halt since March. Partial opening took place in late June and while national borders were still closed intra provincial travel opened as from the last week in June. Tourism is the lifeblood of the Overstrand's economy and the outlook is dire as the impact of job losses and the loss of income continues. With no tourism activity, the pinch is felt at local level by all in the community – from hotels to guest house owners, hospitality staff, restaurants and roadside traders.

Tourism boosts the revenue of the economy, creates jobs, develops the local infrastructures, and plants a sense of cultural exchange between foreigners and residents. The number of jobs created by tourism are not only a part of the tourism sector but may also include the agricultural sector, communication sector, health sector, and the educational sector. Many tourists travel to experience the Cape Whale Coast's culture, natural setting, and gastronomy. This is very profitable to local restaurants, and retail. Our tourism products are organised in a way that conserves, respects and benefits our region and its people while embracing health, conservation, business, science and education as a basis for drawing travellers.

The Cape Whale Coast has taken the lead in sustainable tourism in the following way:

- Africa Responsible Tourism Awards has applauded the Overstrand for sustainable tourism development.
- More and more travellers demand an experience that impacts positively on the environment and the people and Overstrand product owners have transformed our economies while minimising the impact on nature.
- Tourism businesses have been recognised for their role in contributing to responsible tourism. Gansbaai in particular has also been singled out as a Responsible Tourism Destination.
- Declaration of four Blue Flag Beaches as well as one pilot Blue Flag Beach at Onrus. Grotto Beach has been part of the Blue Flag programme since its initiation 19 years ago.

In 2019 the Overstrand Hermanus received international recognition as the first UNESCO Creative City of Gastronomy in Africa. This accolade is testament to how the Cape Whale Coast and its towns have repositioned themselves by keeping abreast with global trends.

Through tourism the identity of our municipality is showcased as a destination with

- Pristine coastline with a rich marine wildlife and declared a Hope Spots
- South Africa's first UNESCO recognised Biosphere
- Botanical gardens
- Africa's only growing penguin colony
- Nature reserves

- A cultural footprint that is included as part of the Cradle of Human Culture. A place that offers something to everyone.
- A wine enthusiast's mecca, adventurer's escape and beach lover's paradise.

Tourism's potential for the development of small and micro businesses continues to grow year on year the services required by tourism related activities changes. With 10 979 946 million passenger arrivals and departures recorded by Cape Town International Airport (CTIA) in 2019, representing a year-on-year increase of about 2% when compared to 2018, it is clear that tourism is an economic driver. Growing visitor numbers contribute to increased economic benefit and the Overstrand's proximity to Cape Town International Airport helps to ensure that a significant number of arrivals include our region on their itineraries.

TOURISM DEVELOPMENT

Tourism assists with the development and support of local entrepreneurs and emerging and existing small businesses to ensure their viability and sustainability in the sector. Through collaborative alignments the process of transformation is facilitated – making tourism inclusive and accessible to new entrants, especially businesses owned and managed by the women and the youth. The following programmes have been supported and collaborated on.

FAST FOOD SERVICES PROGRAMME 1 year [2019 / 2020]	• Programme completed June 2020 • 40 learners graduated • Accredited certificate after completion • Due to the current pandemic only 4 of the 40 students are currently employed
PROFESSIONAL COOKERY PROGRAMME 1 year [2018 / 2019]	• Accredited certificate in food preparation & cookery NQF 4 • 13 Students graduated in December 2019
NATIONAL YOUTH CHEFS PROGRAMME 3 Year [2018 / 2020]	• 10 Students currently in 3rd year • Programme put on hold by the South African Chef Association as a result of the COVID-19 pandemic • Final leg of programme to resume between August and September 2020 • Graduation planned for year end
TOURISM MONITORS PROGRAMME Safety and Monitoring of Tourism Hotspots 1 year [2019 / 2020]	• Implementation of the programme under the National Department of Tourism and Tourism and Business Institute of Southern Africa. • 8 learners participating • Accreditation in Customer Care and Safety • Programme ending November 2020
BLUE FLAG BEACH PROGRAMME 2 years [2019 / 2022]	• Collaboration with Wildlife and Environment Society of SA (WESSA) in placing and supporting 2 tourism Blue Flag Stewards – 1 in Kleinmond and 1 in Hermanus

	• Assist tourism and conservation through coordinated environmental education • Accreditation in tour guiding to be attained

TABLE 152: TOURISM DEVELOPMENT PROGRAMMES

BUSINESS & ENTREPRENEURIAL DEVELOPMENT

Training / Workshops / Engagements: 2019 / 2020

- NQF Cathsseta level 4 certification. 7-day presentation to tourism and hospitality entrepreneurs and workers in hospitality sector. 26 persons trained in collaboration with Western Cape Department of Economic Opportunities and Tourism.
- Social media training empowering entrepreneurs to use digital platforms to promote and market their products.
- Marketing Toolkit Workshop training tourism business owners to engage their target markets.
- National Youth Development Agency (NYDA) Business Development Workshops facilitated job preparedness and life skills training for unemployed youth. Training for businesses on how to develop and grow their business and respond to funding opportunities.
- Western Cape Oceans Economy Workshop facilitated by Western Cape Department of Economic Development and Tourism focus on marine and coastal prospects.
- Overberg information sharing in collaboration with National Department of Tourism.
- Overberg workshops facilitated by Economic Development Partnership (EDP) on behalf of Department of Economic Development and Tourism (DEDAT).
- Overberg familiarisation frip with 17 travel and tour operators participating and visiting the region.
- Presentation at SANSA Annual Open Day with discussions on an international science conference to be hosted in Hermanus. Provided marketing material for presentation in Poland.
- Collaboration with Overstrand SAPS for the Women's Day Friendly Road Block.
- Booking.com stakeholder engagement with hospitality industry on travel trends.
- Tourism signage training with DEDAT to ensure prompt correspondence re road signage applications.
- Conference readiness workshop facilitated by Wesgro with for hospitality businesses.
- Nightsbridge Accommodation Workshop on better use of this booking platform.
- Gansbaai Academia tourism students' penguin tour combined with cell phone photography tutoring by Jax Bath, Dyer Island Cruises.
- Overstrand Connectivity Summit with tourism visitors' information centres exhibiting local produce.
- Department of Labour Career Exhibition with a presentation to attendees, exhibition and recruitment for the WESSA Blue Flag Beach Programme.



Amber Ambrose of Mount Pleasant - 2019 Top Chef in this year's National Department of Tourism: Youth Chefs Training Programme



Customer Service Training presented to local entrepreneurs

Cape Whale Coast Events & Festival Funding 2019/20

Cape Whale Coast Events & Festival Funding	2019/20	Motivation
Funky Fynbos Festival	**R 45 000,00**	Family festival with adventure. Ensures geographical spread.
GreenPop Reforest Festival	**R 10 000,00**	Conservation focus family weekend festival highlighting Responsible Tourism Destination.
Hawston Sea Festival	**R 40 000,00**	Overberg heritage celebration enhances community spirit and pride.
Hermanus Flower Festival	**R 12 000,00**	Family weekend in 60+yr old Fernkloof Nature Reserve supporting green tourism.
Hermanus FynArts	**R 45 000,00**	Addresses seasonality. Sculptures on the Cliff generates media attention and increase the profile of region. Establishes Hermanus as SA's top arts destination.
Kalfiefees	**R 40 000,00**	Addresses seasonality and attracts creative talent while adding positive community spirit.

Cape Whale Coast Events & Festival Funding	2019/20	Motivation
Hangklip-Kleinmond Ceramics & Porcelain Festival	**R 15 000,00**	Interactive workshops with community development, creative therapy and talent development. Create stronger united communities and inclusivity.
Overberg Toy Run	**R 5 080,00**	Overberg charity event promoting collaboration and cooperation between areas.
Stanford Festivals incl River Fest	**R 45 000,00**	Creates a stronger, united community and enhances community pride.
Whale Festival	**R 40 000,00**	28 years of brand building with mega marketing value. 10th year of marine tent celebration.
Zwelihle Festival(s)	**R 40 000,00**	Community music festival creating a stronger identity, providing positive community spirit and attracting local talent.
GRAND TOTAL	**R 337 080,00**	

TABLE 153: CAPE WHALE COAST EVENTS & FESTIVAL FUNDING 2019/20

Only 2 festivals did not take place due to COVID-19 regulations having affect. The value of these 2 festivals total R25000 and contributed to 7,4% of the festival budget. There was an introduction of virtual events as a way to connect and festival organisers expanded their offerings online.

MARKETING 2019/20

Cape Whale Coast introduced the strapline "Naturally Irresistible" during the year. Although whales are a huge attraction to our region great care is take to communicate the wide variety of experiences available to visitors – most of which are outdoors with an acknowledgement of the naturally irresistible setting. Despite 2019 having a much lower whale count than 2018, visitors still arrived for the purpose of combining nature appreciation with another activity. The diversity of what is on offer to people of all ages makes the Cape Whale Coast a family holiday destination that has increased in demand to European families. Marketing themes cover: marine wildlife, gastronomy, health and wellness, golf, arts, adventure and nature.

Local marketing campaigns continues to align with the direction given by the national tourism marketing agency, South African Tourism, as well as provincial government and its marketing and investment agency, Wesgro. Through this partnership the marketing messages are amplified and promotional reach multiplied.

The Cape Whale Coast's position as premium wine tourism destination was confirmed when a Hemel-en-Aarde winery received the distinction as one of the world's Top 50 wine tasting experiences.

The past year saw the hosting of the 28th Hermanus Whale Festival. Other festivals and events were well attended and a highlight was the inaugural hosting of two significant sporting events - the Hemel-en-Aarde Marathon and the Stanford MTB Classic. The Hemel-en-Aarde Marathon is one of only three marathons taking place in the Western Cape and was a qualifying event for the Comrades Marathon.

Regional collaboration is strong. Cape Whale Coast Tourism represented the Overberg District at the Premier's Annual Diplomatic Brunch in Cape Town February and made a presentation on the way forward with regional tourism to the Overberg District's Strategy Session in the same month.

Publicity was extended via the following media:

- Travel and lifestyle magazines such as: Country Life, National Geographic (UK), Good Housekeeping, Stellenbosch Visio, Go/Weg Magazine, Travel Mag, Inside Guide, Getaway, Die Burger, Traveller24, Cape Town Etc,
- Features in inflight magazines such as Mango Juice, SAWUBONA and FlySafair.
- Television: ENCA, KykNet, CCTV, Espresso, SABC channels.
- Radio: Whale Coast FM, Radio Good Hope, Radio Tygerberg, KFM, Caledon FM.


ON THE TRAIL

SOUTH AFRICA

Take an epicurean road trip in the Hemel-en-Aarde Valley and Cape Whale Coast, sampling smooth wines and Saturday markets. Words: Heather Richardson

CREATION
At the top of the valley is Creation, one of South Africa's best wineries. Stop by its Tasting Room restaurant — overlooking fields of vines and the mountains beyond — for a delicious, wine-paired lunch. Beetroot-marinated springbok is matched with smooth Pinot Noir, while trout nigiri comes with a fruity Chardonnay. There are tasting menus for non-drinkers, vegans and kids, too. *creationwines.com*

SUMARIDGE ESTATE WINES
Further down the valley, this family-owned estate is a fine spot for a tipple, with sweeping

HERMANUSPIETERSFONTEIN MARKET
No Saturday morning is complete without a visit to the

Article in National Geographic with a reach of 10 million people dedicated one page to The Cape Whale Coast as a UNESCO Creative City of Gastronomy.


EXPERIENCE NEARBY

HEAVENLY HIKES

A new offering in the Hemel-en-Aarde valley on the outskirts of Hermanus perfectly combines nature hiking with a food-and-wine experience

WORDS: LYNETTE BOTHA

THE HEMEL-EN-AARDE VALLEY IS AN AREA I KNOW WELL.

Hiking covered in a national publication.



The Buzz of Zwelihle details community tourism experiences and was covered in the Country Life Magazine.

SOCIAL MEDIA

Social media platforms are managed with the aim of keeping the Cape Whale Coast front of mind for the planning of future travels and recapping the diversity of what our region offers. Online platforms are predominantly actioned to remind travellers of the natural splendour of the Cape Whale Coast and to show the following:

- open spaces in nature
- celebrate the champagne air, and prioritise
- the destination as a short break-away once travel restrictions are lifted.

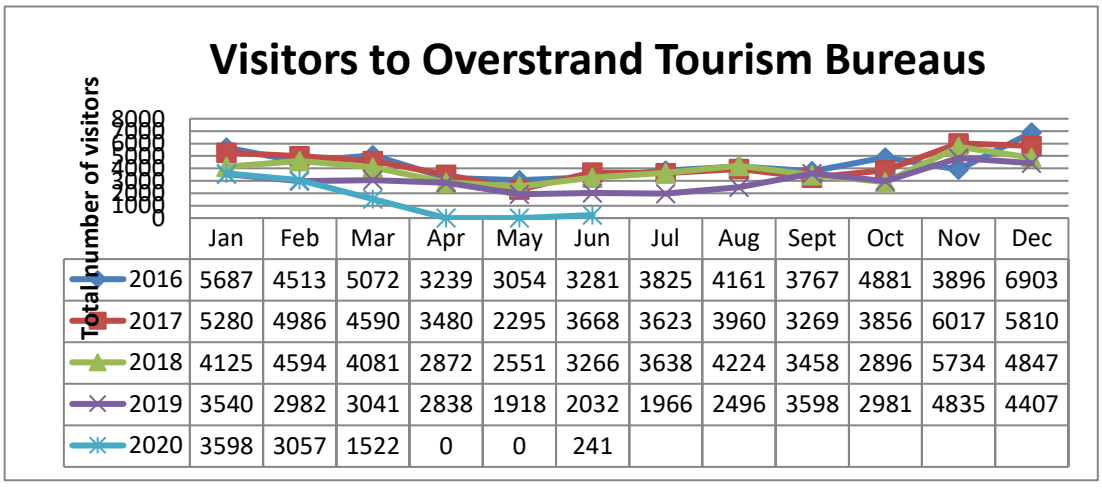
A dedicated Cape Whale Coast Tourism Covid-19 webpage has been updated with current information as well as safety and hygiene protocols. Digital marketing remains the Cape Whale Coast's most important way to delivery communication to our markets. Cape Whale Coast Facebook's unique reach has increased with an engagement rate of 18%. Only 10% of the world's brand reach a 30% engagement and we are pleased with the progress made.

Our efforts are aligned with national and provincial campaigns and we supported the #TravelLater, #OneDay and #WeDoTourism campaigns.
Below is an indication of the social media platforms and digital reach achieved through a coordinated approach as on 31 June 2020.

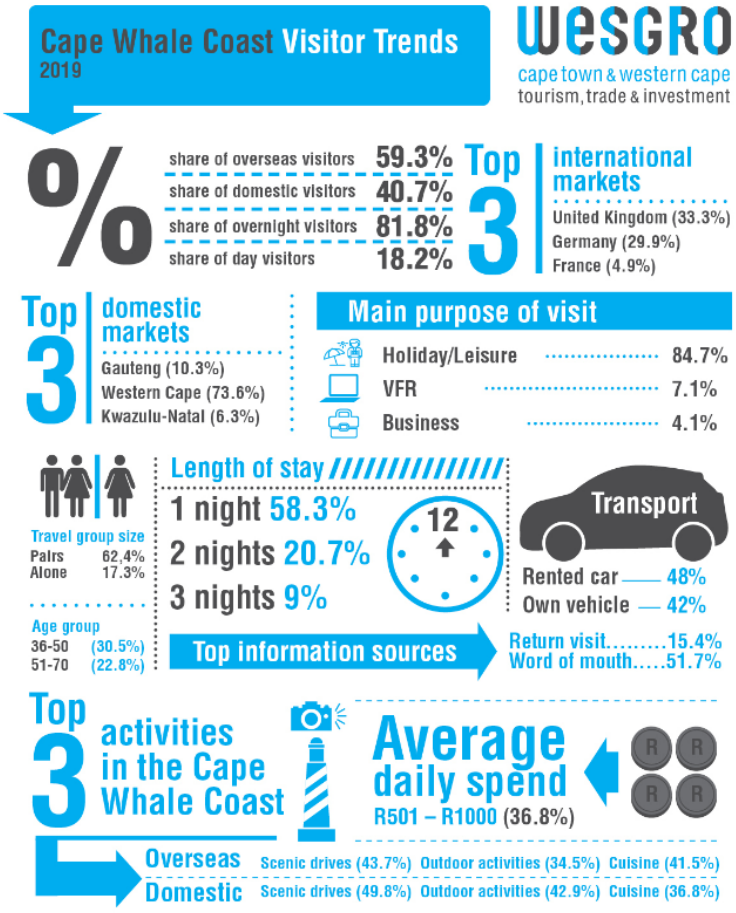
			Instagram Posts	
cape whale coast Hangklip-Kleinmond | Hermanus | Stanford | Gansbaai	7036	1810	604	4119

	4371	1140	208	1494
	9106	3283	468	5719
	6855	1717	1032	3443
	8641	1434	456	3574

cape whale coast	whalewatchingsouthafrica	whalecoastsa	@whalecoastsa	#capewhalecoast
tourism	Hangklip-Kleinmond-Tourism	kleinmondtourism	@hangklipT	#KleinmondTourism #HangklipT
HERMANUSTOURISM	Hermanus-Tourism_Bureau	hermanustourism	@HermanusTourism	#myhermanus #hermanus
STANFORD stay + explore	stanfordtourism	visitstanford	@visitstanford	#visitstanford #stanfordtourism
Gansbaai	Gansbaai-Tourism	gansbaai_tourism	@GansbaaiTourism	#Gansbaai



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
2016	5687	4513	5072	3239	3054	3281	3825	4161	3767	4881	3896	6903
2017	5280	4986	4590	3480	2295	3668	3623	3960	3269	3856	6017	5810
2018	4125	4594	4081	2872	2551	3266	3638	4224	3458	2896	5734	4847
2019	3540	2982	3041	2838	1918	2032	1966	2496	3598	2981	4835	4407
2020	3598	3057	1522	0	0	241						



e) 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.**
2017/18	42	994
2018/19	50	1048
2019/20	57	1060

TABLE 154: 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 ABALONE SHELL PROJECT





The Purpose of the EPWP Abalone Shell Project is to develop a high quality product made of abalone shells legally harvested by Abagold Farm. To raise the quality of life of persons with disabilities by assisting them to achieve their optimum social, emotional and functional level to become "able" within their community. This also give persons with disability an opportunity where they could grow and develop to be active citizens in society and live a purposeful life.

Project Outcomes:

- The project created 26 work opportunities
- Skills development in how to develop and produce a unique high quality product
- Poverty alleviation
- Contribute to waste reduction
- Provision of a safe and conducive environment for people with disabilities to engage.

EPWP PROJECT – LIBRARY READING





Overstrand Herald 3 Oktober 2019 Bladsy 21

Kidscan kry klas-assistente

Kobie Coetzee

KLEINMOND – KidsCan bied nou aan vier toegewyde werklose vroue uit die gemeenskap hoop op 'n beter toekoms. Hulle tree op as klas-assistente by die naskoolsentrum terwyl hulle indiensopleiding kry.

Dit is deel van die munisipaliteit se Uitgebreide Openbare Werke-progam, waar werkloses 'n klein besoldiging van die munisipaliteit kry terwyl hulle opleiding ontvang. Volgende jaar gaan hulle inskryf vir 'n kursus in Kleinkinderontwikkeling. Hulle sal tot in Junie 2020 by KidsCan wees.

Volgens Linda en haar vrywillige werkers het die dissipline baie verbeter vandat die groep daar is, omdat daar meer mense is om aandag aan die kinders te gee. Hul middagprogramme het ook baie meer struktuur gekry.

"Ons is met bouery besig om meer werkstasies beskikbaar te kry waar die vrywilligers en klas-assistente met kleiner groepe kan werk. Dit gaan ons werk met die kinders baie meer effektief maak," sê sy.



Taron Coert, Henronique Boezak, Naomi Visser en Crystal Plaatjies wat nou as klas-assistente by KidsCan uithelp.

The primary purpose of the project is to improve learner outcomes through 1-on-1 and/or small group educational programmes & workshops during the school term & school holidays. It also provides safety and supervision. By keeping kids busy can prevent them from engaging in risky behavior.

Outcomes of the Project:

- The project created 4 work opportunities to unemployed young woman.
- Skills transferred
- Assist primary school learners with their homework after school
- Provide afterschool support to children
- Creation of a safe and sure environment.

ENTERPRISE DEVELOPMENT PROJECT



PICTURES: INFORMAL TRADERS PERMIT ISSUING DURING LOCKDOWN

The purpose of the Enterprise Development Project is to:

- Empower and Support Small Medium and Micro Enterprises (SMME's) to grow;
- Assist SMME's to implement self-sustaining activities and grow profitable businesses ;
- Build entrepreneurship communities based on opportunities and gaps in the market;
- Educate and inform SMME's on compliance in line with set regulations;
- Allows for the growth of more businesses that can provide those entering the job market with opportunities, and ensures that the provision of these opportunities is sustainable.

The outcome/achievement of the project:

About 160 SMME's were supported in the period of which more than 67% of them demonstrated positive growth potential:

- 42% of these SMME's are women owned
- 12.5% of these SMME's are Youth owned

Deliverables:

The project is progressively expanding its support base for SMME's, with collaborated partnerships for high impact:

- The growing number of sectors found in the Overstrand with (fashion design, photographing, events and entertainment) making new entrance and showing a great potential to stay in the market.
- The acquisition of extra capacity to support SMME's in communities has added so much value to keep SMME's well informed to improve decision making.
- Innovation and creativity is becoming evident in the entrepreneurship space, which shows the need to continue the strides towards building entrepreneurship communities.

Partners for Enterprise Development

- Small Enterprise Development Agency (SEDA)
- Small Enterprise Finance Agency (SEFA)
- SIYAKHA
- NEDBANK ENTERPRISE SUPPORT
- GROOTBOS FOUNDATION
- Department of Economic Development and Tourism (DEDAT)
- Industrial Development Corporation (IDC)
- National Empowerment Fund (NEF).



Picture 1: Business Acumen Training



Picture 2: Contractor Development Workshop

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.

f) Service Delivery Indicators

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Target	Actual	R	Corrective Measures
TL8	The promotion of tourism, economic and social development	Provide four progress reports on LED, Social Development and Tourism initiatives to Council by end June 2020 (Refers to the 4th quarter report of previous financial year and three progress reports for the 2019/20 financial year)	Number of progress reports on LED, Social Development & Tourism initiatives	All	3	**4**	**4**	G	Target met
TL9	The promotion of tourism, economic and social development	Provide a schedule of funded events to the Executive Mayor for sign off by end of July 2019	Number of schedules submitted	All	1	**1**	**1**	G	Target met
TL10	The promotion of tourism, economic and social development	Support 120 SMME's in terms of the SMME Development Programme by 30 June 2020	Number of SMME's supported	All	120	**120**	**160**	G2	Target well met
TL11	The promotion of tourism, economic and social development	Report on projects/ initiatives in collaboration with other stakeholders for local economic development, social development and tourism	Number of projects / initiatives collaborated on	All	14	**12**	**28**	B	Target extremely well met
TL12	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 1020 work opportunities) (MPPMR Reg 10 (d))	Number of temporary jobs created	All	1048	**1 020**	**1 060**	G2	Target well met

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Target	Actual	R	Corrective Measures
TL40	The promotion of tourism, economic and social development	Support 50 SMME's in terms of the Emerging Contractor Development Programme by 30 June 2020	Number of Emerging Contractors supported	All	52	**50**	**61**	G2	Target well met

TABLE 155: SERVICE DELIVERY INDICATORS: LOCAL ECONOMIC DEVELOPMENT

Employees: Local Economic Development							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 – 3	0	0	1	1	1	0	0%
4 – 6	0	1	1	2	1	1	50%
7 - 9	0	0	0	2	0	2	100%
10 - 12	3	3	4	4	4	0	0%
13 - 15	1	1	3	3	3	0	0%
16 - 18	-	0	0	0	0	0	0%
19 - 20	1	0	1	1	1	0	0%
Total	**5**	**5**	**10**	**13**	**10**	**3**	**77%**

TABLE 156: EMPLOYEES: LOCAL ECONOMIC DEVELOPMENT

3.6 COMPONENT D: COMMUNITY AND SOCIAL SERVICES

3.6.1 LIBRARIES

Overstrand Municipality has 7 public libraries and 2 satellite libraries.

a) Highlights: Libraries

Highlights	Description
Hermanus Library (Friends of the library)	• 51 new titles added to stock through the Friends of the Library funding • Coffee shop held in the library every Friday to raise funds to buy new books, stationary and 3 new desensitizers -

Highlights	Description
	• 525 new titles added to stock through donations.
Hermanus Library (Bhuki road shows)	**Cappuccino 4 your Valentino** valentine's day initiative where you can anonymously sponsor a cappuccino for a friend, colleague, spouse or even a stranger. Book launch was held in conjunction with Bargain Books and Hermanus Library. The book promoted was released by Ernst Grundling, SUSHI en SHOSHOLOZA, at the Bhuki Café. 60 members attended the event.
Hermanus Library (Pets as Therapy)	Louise came in to demonstrate the importance of pets in the home and how to treat our furry friends. An appropriate story regarding adoption rather than shopping for a pet was read to the attendees. The children were allowed to take the dog for a short stroll and the dog was rewarded with a treat.
Hermanus Library (Reading campaign)	Reaching out to the children of the community as much as possible as we believe in growing the next generation of readers. The focus area was Zwelilhe as the children do not have access to a library anymore.
Hermanus Library Community project	Collecting bread tags and other plastic recyclable products for disabled people to allow them to buy new wheelchairs. – Ongoing. Paul Harris is a regular in the Library. His passion is fire engines and can tell you all about any fire engine in the area. After discovering that he has never been to visit the fire station, we decided to treat him to a full demonstration at the station as well as a ride in a red fire engine.
Hawston Library: June/July Holiday program	2019 we had a full three weeks holiday program with the help of EPWP of Community of Safety of the Local Government. The activities included morning devotions with action songs- this is always fun for the kids. We had activities at the beach (beach outing). The last week we focussed more on reading programs, group discussions on various topics (SAPS, Overstrand fire department, CDC, Traffic department) The program was in collaboration with the APD (Association for People with disabilities, Thusong. Hawston Primary School).
Eisteddfod	The grade 3 learners (17) went to Gansbaai for the Eisteddfod for English poems. It was the first time they enrolled learners for English poems. The librarian assisted them with the preparation. They achieved 2 cum lauds, 8 Gold+ and 7 Gold (no silver).
Hawston Library: After-school reading program	This program focuses on learners with reading difficulties. Learners are identified by the teachers. 3 EPWP workers was appointed by LED to assist with this program. 20 learners (5 from each class) were selected and they rotated as they progress. Grade 1 and 2 learners were part of this program. The program has great success stories. Positive feedback from teachers-learners could move to another grade, they built self-confidence, and more interaction in the class
Hawston Library: Breast Cancer Event	The library initiates this program in collaboration with the Anglican Church, Moravian church, VGK, Right to Care and APD. This was a first event in the Hawston community for the breast cancer survivors and their families. The program included a motivational speaker, a clinic sister who did a demonstration on how to examine your breasts as well as information with

Highlights	Description
	related to breast cancer. The library also made exhibitions on breast cancer related topic in the display cabinets.
Hawston Library: Mayoral award	The librarian of Hawston library was nominated for the woman of the year ceremony by the Mayor of Overstrand. The nominee was based on her involvement in the school and especially the after-school reading programs, Eisteddfod, holiday programs and other programs in the broader community. Although not the overall winner, it was great achievement.
Hawston Library: Summer Holiday program	Taking the child members on an outing to the beach where they learned to work in teams, how to compete without bullying. Program focussed on reading, various educational topics. Variety of arts and crafts, song and dance, talent show etc.
Hawston Library: Women's day	Hawston library was part of Women's day event for the Pearly Shells senior club, in collaboration with Cape Access (E- centre), Thusong and the CDW. The program included: Historical background of women's day, introducing of various services available at the above institutions, sharing stories on how or what methods were used to communicate, introduced new technology to them, allowed them to work on the computer. As part of the women's day month each institution interviewed one person and the following questions were asked: what type of technology they used to communicate, what are they using today, their hobbies and career, what is their advice for the youth and young mothers of today. These were captured on a video recording.
Hawston Library: Career development	Hawston Secondary School grade 12 learners: In collaboration with Hermanus Varsity (Rvr Edwin Arrison as representative), the Hermanus Varsity trust was introduced to them with the various careers offered. A questionnaire was handed out where they had to complete their interested field of study. The librarian motivated them with her own life story with all its challenges but how you can overcome all these challenges and still succeed.
Hawston Library: Pre-school reading program	15 children between the ages of 4 were enrolled for the program. The program focuses mainly on a love for reading to develop a culture for reading. They are also prepared for grade R through various activities and skills in collaboration with the primary school for guidelines. These are children who do not go a formal pre-school because their parents are unemployed or there is no space or low income.
Hawston Library: Read for fun and meaning after-school program	Learners from grade 1-7 visit the library daily to read. They select a book and the Library Assistant assisted them one by one with difficult words.
Mt Pleasant Library: Women's day month	Each woman was provided with a cup of tea and cake as they entered the library as part of Women's Day celebration.
Mt Pleasant Library: September/October Holiday program	Program included: Arts and crafts, group discussions on educational topics, Fancy dress competition, best reader competition (Topic- my library). Diplomas was handed out for the winners.
Mt Pleasant library: After-school projects	Learners are assisted by Library Staff with their research projects.
Hermanus; Mount Pleasant and Hawston Libraries: ICT Cadet	Members were assisted by the ICT Cadet on how to operate a computer, basic sore skills, research, opening an email address etc.

Highlights	Description
Reading program launched at Child Welfare by Betty's Bay Library	The library presents a reading program once per week to instil a passion for reading amongst those children that have no other access to books.
Gansbaai library	The upgrading of the libraries in Gansbaai (children section) and the expansion of the Eluxolweni satellite library resulted into a substantial increase of new members.

TABLE 157: LIBRARIES HIGHLIGHTS



Hermanus Library: Storytime with Pets as therapy



Hermanus Library: Book Launch



Program with Mothers of Hope of APD



New reading program launched by Betty's Bay

b) Challenges: Libraries

Description	Progress in 2019/20 to address challenge
Hawston library: Outreach programs	No budget for outreach programs and library promotion to encourage learners to read.
Hawston Library: New Afrikaans children books	Not sufficient funding for Provincial Library service to buy more Afrikaans fiction children books as well as Afrikaans reference and Non-fiction books.
Hawston Library: Oral History corner with coffee shop	Extra extension for an oral history area where the community can display local history pictures and even historical items. Hawston is rich in history and many people has pictures at their homes when can be displayed and especially for the young generation. There is no museum in Hawston and

Description	Progress in 2019/20 to address challenge
	this corner can serve as a hub. A coffee shop in the corner is also suggested. This can be address with Department Cultural Affairs and especially museums.
Hawston library: After-school help to reading programs	Reading difficulties is a local and national problem and especially when they get to grade 3. More reading programs are needed which mean more funds for extra staff. The EWPW programs can appoint more people at libraries to assist with help to read programs. Hawston library was a pilot project for help to read program and this can be extended to other libraries as well and especially the disadvantage communities where parents are working or are illiterate to assist their kids with reading difficulties.
Mt Pleasant Library: Space	Not enough space for outreach programs and study/project area. (No library hall)
Access barrier for physically challenged users to the entertainment facilities section on the first floor of the Kleinmond Library	A passenger elevator has been identified and placed on the review list of the 2020/2021 Integrated Development Plan (IDP).
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. The national lockdown proclaimed in terms of the Disaster Management Act impacted badly on the library services as all libraries were closed for the last quarter of the financial year.

TABLE 158: LIBRARIES CHALLENGES

c) Service statistics for Libraries

Type of service	2016/17	2017/18	2018/19	2019/20
Library members All Libraries in Overstrand	24 325	15 788	20 196	17 063
Books circulated All Libraries in Overstrand	879 874	545 978	492 076	362 771
Exhibitions held	226	174	94	132
Internet users	12 231	5 956	2545	4 843
New library service points or Wheelie Wagons	0	0	0	0
Children programmes	317	240	53	199
Visits by school groups	187	41	45	112
Book group meetings for adults	90	66	81	39
Primary and Secondary Book Education sessions	30	209	98	1 437

TABLE 159: SERVICE STATISTICS FOR LIBRARIES

Employees: Libraries							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	3	1	2	2	2	0	100%
4 - 6	21	22	24	22	18	4	81%
7 - 9	5	3	4	7	6	1	86%
10 - 12	5	5	5	6	6	0	0%
13 - 15	0	0	0	0	0	0	0%
16 - 18	0	0	0	0	0	0	0%
19 - 20	0	0	0	0	0	0	0%
Total	**34**	**31**	**35**	**37**	**32**	**5**	**86%**

TABLE 160: EMPLOYEES: LIBRARIES

Capital Expenditure 2019/20: Libraries					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Zwelihle Library	771 600	771 600	0	0%	0
Total All	**771600**	**771600**	**0**	**0**	**0**
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)					

TABLE 161: CAPITAL EXPENDITURE 2019/20 - 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
Hawston Cemetery: New Parking Areas (Phase 1)	Phase 1 of a new Parking Area was created
Beautification of the cemeteries	Trees and flowers were planted. Crosses were planted at the unknown graves in conjunction with a local organisation.

Highlights	Description
Construction of Palmiet Cemetery	Environmental approval has been obtained to proceed with the construction of the cemetery at Palmiet West within the 2020/2021 financial year. This development will make more than 800 grave sites available for the Kleinmond/Hangklip area.
Proper and effective booking and management system regarding burial information	Electronic Burial Management System

TABLE 162: CEMETERIES HIGHLIGHTS

b) Challenges: Cemeteries

Description	Progress in 2019/20 to address challenge
Struggling with the digging of graves	EPWP workers were appointed to do the digging of the graves at Hermanus Cemeteries.
Burial Space at Hermanus	The Municipality is preparing a regional cemetery at Karwyderskraal
COVID-19	Two COVID-19 burials in Hermanus
Government Regulation – 50 people to attend a garhering	It is a new normal and the community struggles to adhere to the directive of only 50 people attending a funeral.
Shortage of grave sites in the Kleinmond/Hangklip area	Capital funding approved by Council to develop the Palmiet West cemetery as a fully functional cemetery. Necessary environmental approval received to complete the cemetery in the 2020/2021 financial year.
Vandalism	Community awareness and involvement in protection of cemeteries.

TABLE 163: CEMETERIES CHALLENGES

c) Service statistics for Cemeteries

Type of service	2016/17	2017/18	2018/19	2019/20
Pauper burials	0	0	0	6
Burials	163	257	275	270

TABLE 164: SERVICE STATS FOR CEMETERIES

Capital Expenditure 2019/20: Cemeteries					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	**R 1500 000**	**-R 1 292 00**	**R 207 292.65**	**R 1 292 707.35**	**R1 500 000**

Capital Expenditure 2019/20: Cemeteries					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)					

TABLE 165: CAPITAL EXPENDITURE 2019/20 - CEMETERIES

3.6.3 CHILD CARE; AGED CARE; SOCIAL PROGRAMMES

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

The *2018 Socio-Economic Profile: Overstrand Municipality* notes the categories of people who remain vulnerable to poverty are African females, children 17 years and younger, people from rural areas and those with no education. 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. The ECD sector mainly creates jobs for women, including African women, in rural and urban areas, contributes significantly to the education projection of children through their life course, and provides a safe environment for young children.

Despite ECD being a key strategic objective, the municipality is aware of the other social challenges facing our communities. The grade 12 drop-out rate for learners in the Overstrand improved from 40.6% in 2016 to 28.6% in 2017. The high drop-out rate is influenced by socio-economic factors that include unemployment (also high amongst the youth), poverty, indigent households, substance abuse, and teenage pregnancies. The perils of HIV/AIDS continue to plague our communities. The number of patients receiving Anti-Retroviral Treatment is slowly increasing but more work needs to be done to address the social and cultural stigmatisation associated with HIV/AID. People with disabilities find it difficult to access livelihoods, and economic, sport and recreational opportunities. 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. There is a dire need for service centres and residential facilities for indigent older people.

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. The empowerment of disadvantaged and vulnerable groups is a critical contribution to social development. This requires, amongst other interventions, the creation of an environment where opportunities for vulnerable groups can flourish. Change can only occur when real access to opportunities exist for the less advantaged. Creating meaningful opportunities sustainably requires cooperation between 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
Youth	Overstrand Junior Town Council comprises of 35 school going youth representing all the schools and areas in the Overstrand who embark on a year long programme aimed at leadership and community development.
Disabled	Ithemba day care for children with special needs is the only facility of its kind in Zwelihle.
Elderly	Elderly outreach programme was launched in the beginning of 2020. The objective of the project is to invite the elderly to a central venue once a month where services of their choice are rendered to them where possible. We started in Hawston at the Thusong, where three engagements were completed.
Gender	The National Gender Strategy was recently announced, the Western Cape established a provincial gender forum (of which the municipality is a member), we still need a district gender forum, but all these developments will strengthen and improve gender efforts. During the Overstrand's annual Ward Summit towards the end of 2019, gender was also one of the plenary topics.
Early childhood development	The Department of Social Development appointed two service providers in the Overstrand to assist ECD's with registration and programme implementation. Through their involvement every ECD in the Overstrand are receiving assistance. The municipality has a great working relationship with these organisations. Through this partnership the municipality has also been able to establish a database of all the ECD's facilities in the area.
Grant - in Aid	12 qualifying organisations were supported in the financial year.

TABLE 166: CHILD CARE; AGED CARE; SOCIAL PROGRAMMES HIGHLIGHTS



LEARNERS FROM MOUNT PLEASANT, ZWELIHLE AND HAWSTON PARTICIPATED IN A SPECIAL OUTREACH PROGRAMME THROUGH GRANT-IN-AID FUNDING TO THE HERMANUS BOTANICAL SOCIETY.

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

Description	Progress made in 2019/20 to address challenge
Youth Services	The Overberg District Municipality, in partnership with the Western Cape Department of Social Development and all the municipalities in the district established a District Social Development Forum. The forum was launched at a District Social Development Summit through which stakeholders from across the district identified key issues to be addressed. These issues are Gender abuse, ECD's, Youth and substance abuse. The establishment of the District Social Development Forum provides a great platform for cooperation and addressing these issues.
Gender programmes	
Early Childhood Development	
Youth	
Substance abuse	

TABLE 167: CHILD CARE; AGED CARE; SOCIAL PROGRAMMES CHALLENGES

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

Child care , Aged care, Social programmes				
Description	**2016/17**	**2017/18**	**2018/19**	**2019/20**
Trees planted	687	160	181	140
Vegetable gardens established		0	3	11
Soup kitchens established or supported		0	0	48

Child care , Aged care, Social programmes				
Description	**2016/17**	**2017/18**	**2018/19**	**2019/20**
Initiatives to increase awareness on child abuse	1	1	3	0
Initiatives to increase awareness on disability	1	0	3	2
Initiatives to increase awareness on women	1	1	3	1
Initiatives to increase awareness on HIV/AIDS	0	0		0
Initiatives to increase awareness on Early Childhood Development	1	1	1	1
Special events hosted (World's Aids Day, World Arbour day, World Disability Day, Youth Day, 16 Days of activism against women abuse)	1 Arbour Week 1 – 7 Sept	8	3	1

TABLE 168: SERVICE STATISTICS FOR CHILD CARE; AGED CARE; SOCIAL PROGRAMMES



Overstrand Junior Town Council 2019/2020





In the picture on the left children from the afterschool programme received Santa Shoe Box gift, and they were also beneficiaries of the Rotary Toy run, pictured on the right.

Employees: Child care, Aged care, Social programmes							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0
4 - 6	0	0	0	0	0	0	0
7 - 9	0	0	0	1	0	1	100%
10 - 12	0	0	0	0	0	0	0
13 - 15	1	1	1	1	1	0	0
16 - 18	0	0	0	0	0	0	0
19 - 20	0	0	0	0	0	0	0
Total	**1**	**1**	**1**	**2**	**1**	**1**	**50%**

TABLE 169: 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.

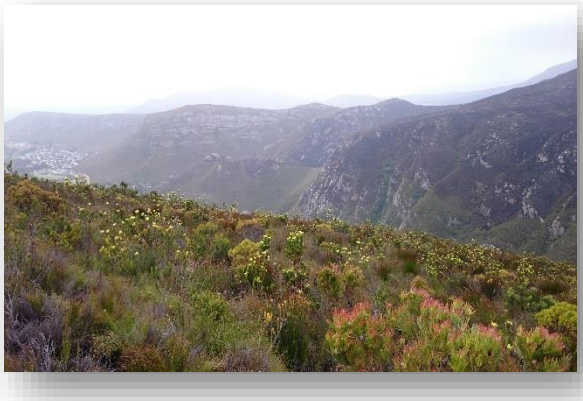


Additional units are funded by the EPWP Programmes;

3) Working for the Coast Programme (WftC).
4) Green Good Deeds Programme (GGDP):
5) Oceans and Coast Coastal Coordinators (OCCC).

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 (WftC):

The Department appointed a new Service Provider in March 2019, Enviro-Acsys to implement the Working for the Coast project for the 2019-2021 cycle. The Project has again received a R14.2 million budget but only for the cleaning of the coast. No infrastructure projects have been approved. The project was envisaged to start in August 2019.

At this stage the WftC Programme is not submitting any monthly report to the Municipality and therefore the specific activities cannot be quantified.

4) Green Good Deeds Programme (GGDP):

The Department of Environmental Affairs has realized that more efforts are needed if the environment is to be protected from pollution and has decided on a national #Thuma Mina Green Deeds - for a clean and beautiful South Africa Programme to mobilise every citizen. The aim of the #Thuma Mina Green Deeds, also known as the Green Good Deeds Programme, is to ensure a clean and beautiful South Africa and to promote environmental actions that take into consideration sustainable living practices.
The Overstrand Municipality received 22 Ambassadors, 15 for street cleaning and 7 for environmental education and 1 Youth Environmental Coordinator, Mr Steven Njokwana that is seconded to the Municipality for the next two years and will be coordinating the activities of the Youth Ambassadors.



Some schools were open for awareness and education in complying with Covid-19 regulations and engagement with schools, community leaders, church leaders have been continuing to implement environmental awareness.

The project distributed and is still in progress to provide wheelie bins to schools, old age homes and other community centres.

Photo: Environmental Management Section and Environmental Youth Coordinator

5) Oceans and Coast Coastal Coordinators (OCCC)

In February 2019 the National Department of Environmental Affairs, Oceans and Coast Branch approached the Overstrand Municipality's Environmental Section and requested the possible placement of the officials to assist with general environmental and conservation duties. The Municipality assists with office space and the National Department provide computers, Protective Clothing and tools for them to implement their tasks. The officials will be seconded for two years.

a) Highlights: Environmental Management Services

Highlights	Description
Onrus Rehabilitation and Water Fund Project	Following the devastating fire in January of 2019, the Environmental Section attended the National Wetlands Indaba in October of 2019. During this Indaba, the Onrus River Peat Wetland was Identified as being significant to warrant a national study that commenced in 2020. The fire has been brought under control in January 2020 and after another few month of checking the site for any possible smoke or heat emanating from the ground, nothing could be detected and the fire incident was finally closed in April 2020.
Project Storm: Storm Water drain net project	The Municipality has partnered with the Dyer Island Conservation Trust (DICT) for a project where a stormwater sock made of fishing net, is placed over stormwater outlets to capture any landbased litter and prevent it from discharging into the ocean.
Paddavlei Rehabilitation and Management Plan	Bluescience has been appointed to compile a rehabilitation and management plan for the Paddavlei wetland in Hawston. This plan is accompanied by a Maintenance Management Plan which will enable activities such as problem plant management, like-for like infrastructure maintenance, removal of deposited

Highlights	Description
	material (litter, debris and organic material). The successful implementation of this plan will require co-operation between different municipal departments as well the local community.
Approval of the Environmental Management Overlay Zones and Regulations by Council (June 2020)	The objective of these regulations is to provide a mechanism for land use management, additional to existing statutory land use controls, whereby Council may give effect to specific guidelines in a spatial development framework or policy plan or address a specific management issue.

TABLE 170: ENVIRONMENTAL MANAGEMENT SERVICES HIGHLIGHTS

b) Challenges: Environmental Management Services

Description	Progress in 2019/20 to address challenge
Covid 19	As with most of South Africa, Covid 19 Lockdown stalled a number of the Environmental Management Projects. The main projects affected were Invasive Alien Control and Fire Management, as teams could not be deployd to continue with the day to day management of these functions.
Fire Management	In 2018, the environmental section and the disaster risk management section produced a comprehensive dynamic fire management plan for the Overstrand. This in itself was a great achievement, however, given the sensitivity of our vegetation combined with the inherent risk of prescribed burns, these burns cannot always be planned during the correct time for the regrowth of the vegetation. As such, critical biodiversity burns will have to take place during the wet season.
Lack of interdepartmental communication between Municipal departments.	Workshops must be conducted and SOP's drawn up.
Lack of support from District municipality and Cape Nature regarding estuary management related issues.	The Implementation Protocol must still be signed by the Municipality to state whether the Municipality can act as the Management Authority for Onrus and Buffels River. At this point the Municipality does not have the funds nor the capacity to act as Management Authority for Estuaries.

TABLE 171: ENVIRONMENTAL MANAGEMENT SERVICES CHALLENGES

Employees: Environmental Management Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0%

Employees: Environmental Management Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
4 - 6	0	0	0	0	0	0	0%
7 - 9	5	5	5	5	5	0	0%
10 - 12	3	3	2	2	2	0	0%
13 - 15	1	2	2	2	2	0	0%
16 - 18	1	1	1	1	1	0	0%
19 - 20	0	0	0	0	0	0	0%
Total	**10**	**11**	**10**	**10**	**10**	**0**	0%

TABLE 172: EMPLOYEES ENVIRONMENTAL MANAGEMENT SERVICES

3.7.2 STRATEGIC PLANNING

Protected Area Management Plans:
The Integrated Management Plan for the Fernkloof Nature Reserve was revised in 2019 to include the Protected Areas Management Plan format as required by CapeNature. The document was advertised for public comment in June 2019 and the review of the document is currently in progress. Comments have been included into the document and submitted to Council for approval in May 2020. Council referred the document back for Stakeholder participation and will guide the process forward for finalisation.

Environmental Management Overlay Zone Regulations:
Environmental Overlay Zones has been approved by Council and must be gazetted in order for the Municipality to enforce the regulations.

Alien Clearing Management Plan:
An Alien Clearing Management Plan has been completed for the Overstrand and is currently being implemented according to the priority areas in the plan. The Alien Clearing Strategy still needs to be completed. This strategy will incorporate Fire Hazards, and Biodiversity components.

Integrated Fire Management Plan:
Fire Department, Environmental Management Section, Provincial Disaster Management and Greater Overberg Fire Protection Association is developing a more integrated approach and long-term planning proposal for fuel load reduction and fire break management in the Overstrand Area. This document includes ecological burns, identification of risk areas, fire breaks, fuel breaks and areas for fuel load reduction. This document will assist with the proper management of natural areas through a mosaic pattern to reduce risk and fuel load, including the conservation and protection of areas with a high

biodiversity concern. The plan will be managed together with the Municipality's Plot Clearing Policy and Alien Clearing Plan to ensure an integrated approach towards reducing fire risks in our urban areas and natural areas. These actions will reduce the two highest risks for the Municipality according to the Risk Register, which is Invasive Alien Plan infestations and Fire.

A total of 620 hectares were scheduled to form part of the 2019 – 2020 prescribed burn year, with 240 hectares earmarked for ecological burns and 380 hectares planned for Fuel Load Reduction. Unfortunately, given the Lockdown regulations, this plan will be moved to 2020 – 2021, however, preparations for the prescribed burns are currently in place.

Operational Management: Management of Nature Reserves

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

The Overstrand Municipality has 3 proclaimed nature reserves under its management.

Fernkloof Nature Reserve:

The Principle Conservation Manager Post has been appointed, Mr Sivewe Nondobo is the new member of the Environmental Management Services Department: Biodiversity Section and will be managing both the Fernkloof and Kleinmond Nature Reserves.



Photo: Fernkloof Nature Reserve, Drie Damme

The management of Fernkloof Nature Reserve is guided by a Management Plan from 2001. The new draft Protected Area Management Plan (PAMP) is still under review.

The Nature Reserve has a fully constituted Advisory Board but unfortunately could not meet regularly during the course of the year because of the Lock-down regulations. The latest minutes of the August 2020 meeting is 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 Environmental Management Section has also incorporated the use of Co-Management Agreements with these organisations to assist with maintenance activities in Nature Reserves.

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. The new suite of agreements still needs to be signed for the new financai year.

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.

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.

Due to Covid-19 the Fernkloof Botanical Garden and associated amenities were closed for the public because it is zoned as an Open Space and could therefore not accommodate any gatherings of large groups.

Kleinmond Nature Reserve:

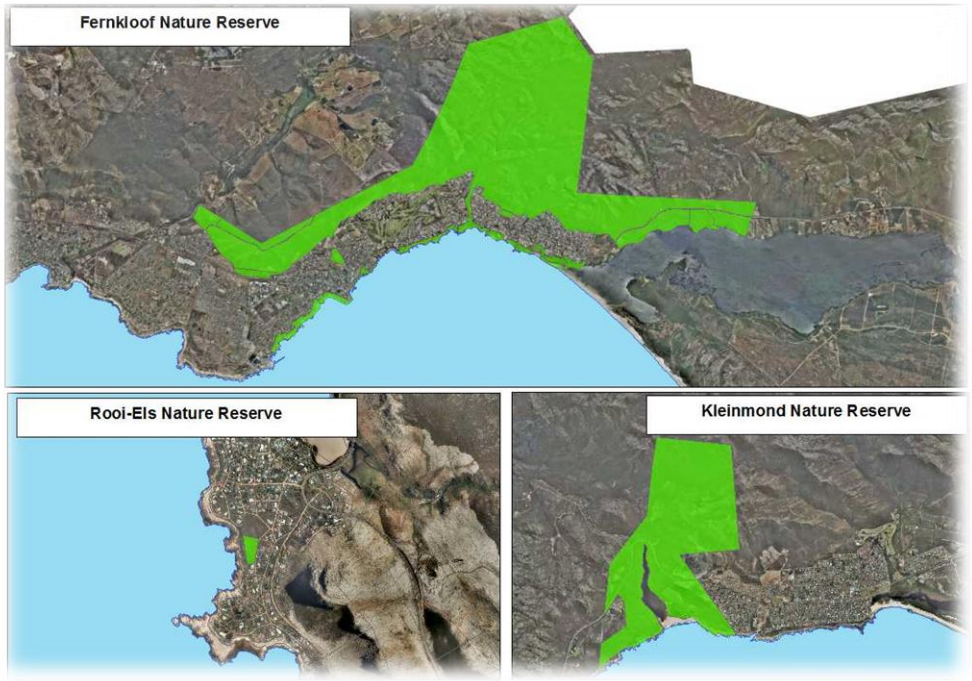
Kleinmond Nature Reserve is a Local Nature Reserve with formal protection status under the National Environmental Management: Protected Areas Act. This nature reserve has a very out dated management plan, which has to be reviewed. Once the Fernkloof Nature Reserve Management Plan is completed and adopted by council, the document will be used as a baseline document for review of the Kleinmond Management Plan.



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.

Rooi-Els:

Rooi-Els Nature Reserve is the smallest of the Overstrand Municipality's 3 nature reserves. Covering and area of only 1.1 hectares, this small coastal strip is vitally important for conservation of our coastal ecosystems and serves as a unique corridor for the local wildlife.



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 260 000** was spent on the maintenance of firebreaks during the financial year, encompassing some 25 kilometres. The record for firebreaks excludes firebreaks that were maintained by Operational Services and the Working on Fire teams.



Photo: Onrus, Hemel-and-Aarde Fire

Alien Vegetation Management

The Environmental Management Section maintains a set of open spaces and nature reserves which are collectively known as Natural 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 Environmental Management Section has Co-management Agreements signed with the Hermanus Hack and the Botanical Society and The Sandbaai Coastal Path Management Group, their contribution to the eradication of alien invasive removal greatly supports the OSM Clearing program. This program is based in two parts, 1 – Areas under the management of the EMS and 2 – Areas under the management of Operational Services. Areas under the management of EMS are prioritised and cleared according to said priority, with follow-up work taking priority in order to maintain our gains. Areas managed by the Operational Services are currently being mapped and will then be, with the assistance of the EMS prioritised and brought into the main AVMP. An estimated 700ha is cleared each year of which most of it is follow-up.

A budget of R 250 000 was received for this financial year however R 800 000 was initially requested. An EPWP Alien Clearing Team was appointed for the 2019/2020 financial year to start with Alien Clearing from 1 July 2019. Unfortunately, due to the national lockdown, the productivity of this team during the financial year was cut in half.

In order to circumnavigate the alien clearing challenges the Environmental Section is currently working on a 3 year tender that will speed up productivity and ensure that all priority areas are treated. This tender will be implemented in the new financial year for 2020/21.

Co-Management Agreements

The EMS has taken the initiative to work with local wood making companies to assist in the alien eradication on its properties. Each wood cutter is given a block where they make firewood for the local market. It must be stated that the wood cutters are under no obligation to remove all the invasive species but only take what they need for their business to succeed. In this manner, biomass is removed form areas and "follow-up" teams paid by the OSM then have a smaller work load and thus saving the cost of clearing which is in turn is used on additional areas for clearing.

Currently there is only one active clearing team employing an average of 10 people. In the 2020 – 2021 financial year, we hope to relook at this system and set out formal agreements to cover larger areas of woodland. One of the major challenges are the sensitivity of these areas that the woodcutters are working in and supervision in the new financial year will play a key role.

Formal Co-Management agreements are signed annually with the Hermanus Hack (HHG) group, the Hermanus Botanical Society (HBS), Cliff Path Management Group (CPMG) and the Sandbaai Coastal Path Management Group (SCPMG). These groups are then awarded areas, specifically in the Fernkloof Nature Reserve where they continuously remove any new growth in pristine areas. These areas are then clearly marked on our Alien Vegetation Management Plan (AVMP) as "Restricted" for clearing by paid OSM clearing teams. Again, savings achieved in this regard is then spent on other areas of where more critical clearing is needed. Besides the volunteers, two dedicated paid teams of 5 people each are employed by these two groups.

A new co-management agreement is planned with the Paddavlei Eco-Group, Hawston. This group is actively involved with conservation efforts for the Paddavlei, the agreement will focus on operational tasks around the Paddavlei area. The PEG has been working closely with the Environmental Section with the drafting of a rehabilitation and management plan for the Paddavlei.





Photo: Paddavlei, Hawston

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. The environmental section is currently working on a three year tender that will assist all environmentally important areas with the day to day management, maintains and upkeep of infrastructure.

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.

The Environmental Planning unit is responsible for the following issues related to Air quality: Dust control, Noise control, Air pollution and Odour control.

Project Storm:

Storm Water drain net project

In terms of the Environmental Management System, Overstrand municipality strives for continual improvement and minimilazation of the municipal impacts on the environment. A specific aspect of concern which has been identified is the strormwater outlets which discharges into the sea. Land based litter end up in our oceans via this mode of transport. An audit was conducted on all stormwater outlets within the Overstrand area which discharge into the sea, with specific recommendations for approval.



Photo: Storm water net in Gansbaai

The Municipality has partnered with the Dyer Island Conservation Trust (DICT) for a project where a stormwater sock made out of fishing net, is placed over stormwater outlets to capture any landbased litter and prevent it from discharging into the ocean. The first sock was placed in Gansbaai Harbour and a litter count is done of trapped litter. The net was monitored by the Dyer Island Conservation Trust team with the support of Marine Dynamics Academy to assess the 'catch'. After only 12 analysed net counts, the statistics have been frightening.

Cigarettes/Cigarette filters were the top offending item at 25671. This was followed by: Food Wrappers/Containers 12118 Microplastics 4663, Foil pieces 3515, Plastic Pieces 3459, Paper packaging/pieces 3163, Bags (plastic) 3137, Polystyrene 1795.00, Straws, Stirrers, Sucker sticks 1054. Brands were also reviewed. Plastic bottles and cans were prominent items found in the net with Golden Valley (60) the highest bottle polluter recorded, followed by Coca-Cola (13) and Aquella (13). Score cans (41) came in tops followed by Coca-cola (21). The top ten food wrapper brands found: Truda (298), Tayas (248), Simba (229), Smoothies (227), Halls (138), Beacon (127), Nestle (123), Ciri (99), Cadbury (97), Pengo (85). In all 299 different food wrappers were counted, 33 plastic bottle brands and 30 can brands. Chip packets fall under food wrappers – sadly these are non-recyclable. (Source: DICT).

New hotspot sites has already been identified across the municipal area to be fitted with socks.

Another initiative from Gansbaai is to paint stencils on stormwater drains, reminding tne public that "the sea starts here". The municipality once again partnerd with DICT to role out this project. This will also be introduced to the rest of the municiapl areas, with specific themed stencils for the different towns. A focus will also be placed on the impacts on wetlands.



Photo: Environmental Section, Council, Area Management and DICT

Review of the Environmental Management System

The EMS is currently compiling internal audit checklists that will be used to evaluate and give recommendations to the Solid Waste Management, Water Purification and Stormwater departments. Municipal yards, mechanical workshops and the electrical departments will be audited to encourage best practice and enhance the EMS objectives.

Project storm will be expanded to the entire Overstrand area. Sites have already been identified for the installation of storm water socks, which captures landbased litter at storm water outlets. Storm water stencilling is also set to start. The aim is to create environmental awareness with regards to the impacts which land based litter has on the ocean.

Climate Change Projects

The Environmental Section is exploring different avenues to find funding for the rehabilitation and restoration of the Onrus River Peat wetland system. One of these avenues is through funding from the Waterfund, throughte Nature Conservancy and to be coordinated and administered by ABI (Agulhas Biodiversity Initiative) and coordinated with the Overstrand Municipality and other role players.
During 2019 the project was put forth by the Nature Conservancy for the implementation of the Overberg Water Fund. The Water Fund builds on the experience of more than 30 other water funds implemented or in development across 12 countries. The Water Fund is bringing together private and public sector stakeholders – alongside local communities – around the common goal of restoring the surface water catchments and aquifers that supply our water.

The first demonstration Project for the Overberg Water Fund through the restoration of ecological infrastructure (indigenous vegetation, wetlands ect.) as a mechanism to improve water supply and quality is planned for the Onrus catchment. This project was in its initial planning stages with engagements between the municipality and other public sector stakeholders, when the Covid-19 pandemic halted the process, for now. Engagement still continues.



Photo: Onrus Paltmiet-Peat Wetland system

Environmental Education and Awareness

ARBOUR DAY 2019

In celebration of Arbour month, trees were donated to the Environmental Section by Dyer Island Conservation Trust (DICT). In conjunction with the Blue Ambassadors (a youth environmental group from Mashakane) these trees were planted in the Willem Appel green corridor in Stanford.



Abour Day 2019: The EMS with the Municipal Horticulturalist Lauren Rainbird, Ward Councillors and the Hangklip/Kleinmond Business Forum visited Laerskool Kleinmond and Krapies en Kreefies Pre-primary schools to gift the children with 115 spekboom (Portulacaria afra) plants to celebrate Arbour Day. The children were taught the environmental value of plants and how to take good care of their young spekbome. When the plants have grown to a suitable size they will be planted in the town to contribute to better air quality and habitat biodiversity. Ten indigenous Cape Ash trees (Ekebergia Capensis) and a Yellowwood tree were planted in the town on the same day.

WORLD WETLANDS DAY 2020:



World Wetlands Day February 2020: For World Wetlands Day the EMS, the Kleinmond Nature Conservation Society, the NG Kerk Eco-Ministry and the Kleinmond Strandlopers and volunteers delivered deep into the Kleinmond Estuary to remove shore-based litter. The EMS addressed the group of 60 clean-up volunteers to speak about the ecological importance of the Bot-Kleinmond Estuary, a recognised Ramsar wetland. Approximately 95kg of litter were collected and counted. Of the 10 000+ litter items that were collected the majority were cigarette butts (4943), food wrappers (1193) and pieces of plastic (652). The EMS, NG Kerk Eco-Ministry and the Kleinmond Strandloper regularly join forces to clean estuary, beach and stormwater run-off in the Kleinmond area.

Tamzyn Zweig doing her part for World Wetland Day

WHALE COAST CONSERVATION CHAMELEON PROJECT:





Prior to a controlled burn in Kleinmond in September 2019, the EMS together with a group of resident volunteers and WCC searched, collected and relocated a total of 33 Cape Dwarf Chameleons to an area of safety. A local snake handler, Mike Green volunteered his services and relocated three puff adder snakes.

Photo: Chameleons rescued from a green belt, prior to a controlled burn. Photo: Noel van Wyk

INTERNATIONAL COASTAL CLEANUP DAY – 21 SEPTEMBER 2019

The Environmental Department, working together with Birdlife Overberg and Plastics SA, Ocean Conservancy and other partners coordinated the Coastal Cleanup event in the Overstrand. Dear International Coastal Cleanup Partners,The amount of citizen-based clean-ups have never been as active as now and this means that the need for audited clean-ups is more important. The International Coastal Cleanup fills that vacuum of information gathering. The data collected provide a citizen science based insight into the manmade material found on the coastline.



The International Coastal Cleanup is the largest coastal clean-up internationally and nationally and Plastics SA, together with these partners are working towards covering as much of the coastal regions, offshore islands and waterways of South Africa.

Photo: Enironmental Management Section,
Coastal Coordinators and Working for the Coast.

OVERSTRAND BABOON MANAGEMENT PROGRAMME:

Around 2000 Cape Nature was fulfilling the function of Baboon Management in the Overstrand and was managing baboons in areas where required. Due to funding constraints they could not continue with the function and the municipality took over the management role in the urban area until 2014 when the Council also could not continue to fund the management. The Municipal Financial Management Act was also clear or the functions that should not be implemented if the assignment for that function was not clear. OSM therefore requested CN to implement their function but CN was financially unable and the OSM was not constitutionally mandated to fulfil this function. For many years the baboons were not managed in any towns of the Overstrand Municipality and public pressure from all affected towns started a discussion process between CN/Province and OSM. The negotiation between these parties led to the signing of a Compactum between the three parties. The outcome of the Compactum was a Strategic Baboon Management Plan that identifies the roles and responsibilities and budget that would be expected from each party. The signature of this document in December 2019 was the final step towards the assignment of the function to the OSM. This assignment was then ascended to the OSM by the Minister on 5 September 2019.

Human Wildlife Solutions (HWS) has been appointed from 2020 – 2023 to manage the Overstrand baboon programme that are face with human-baboon conflict. A budget of R22 million has been allocated to this programme for the next 3 years. This management programme also includes a Virtual Fence management system and the deployment of baboon monitors.

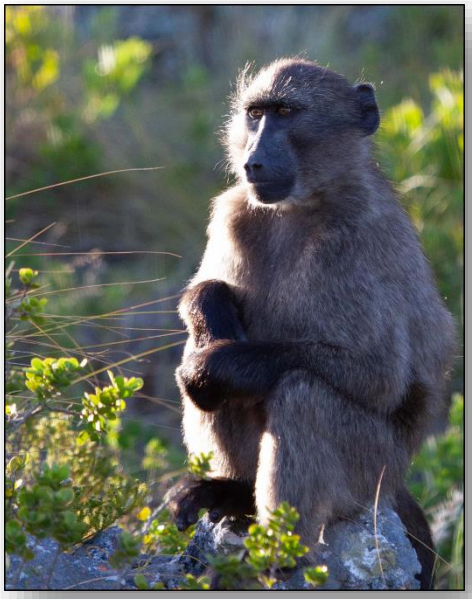


Photo credit: Robyn Lawson-Craig

At the moment there was only enough funding to service some of the affected towns that include, Hermanus, Kleinmond, Betty's Bay and Pringle Bay.

The final techniques and management systems for implementation of the programme have not been finalise in all the affected areas and meetings with stakeholders are still ongoing. Due to the Covid-19 Lock-down Regulations the municipality and HWS were unable to present introduction meetings and stakeholder engagement sessions as planned and virtual meetings and informations session are currently underway to communicate with all stakeholders.

A) Top Service Delivery Priorities

Approved Management Plans for our 2 Nature Reserves: Once the Protected Area Management Plan for the Fernkloof Nature Reserve has been finalised, the development of the PAMP for the Kleinmond Nature Reserve will follow.

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 has been approved and adopted by Council in 2020.

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.

Integrated Fire Management Plan: The Environmental Section and Fire Department has developed an integrated Fire Management Plan for the Overstrand area and have started coordination with other department within the municipality and other stakeholders, such as landowners, to implement the plan.

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.

Overstrand Baboon Management Programme:
A specialise service provider has been appointed to manage the Overstrand baboon programme in areas that are faced with human-baboon conflict. A budget of R22 million has been allocated to this programme for the next 3 years.

Environmental Education Programmes:
The Environmental Section strives to honour the Environmental Calendar Days through linking up with other departments, conservation organisation and stakeholders to coordinate educational and information sessions to celebrate these environmental days.

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



Law Enforcement officials ensuring social distancing at feeding schemes in Gansbaai to prevent the spread of Covid 19

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
Disaster Management Act	Information of utmost importance were distributed to all businesses in the Overstrand area to create awareness regarding the Covid-19 national lock down regulations. Social distancing was conducted at feeding schemes in the Overstrand area to prevent the spread of Covid-19. Daily inspections were conducted at businesses to ensure that they comply with the Disaster Management Act.
Educational Campaigns	School visits were conducted on a monthly basis by Law Enforcement officials to ensure that the youth is well informed regarding the Municipal By-laws and to help solve any problems or challenges they might be facing. Less school visits were conducted due to schools being closed due to the national Covid- 19 lock down.
Crime Prevention	Daily patrols were conducted within the Overstrand area to prevent any crimes being committed. High visibility was ensured by conducting daily vehicle check points (VCP's) and Joint operations.

TABLE 173: LAW ENFORCEMENT HIGHLIGHTS



Special operation conducted in Zwelihle with local SAPS, POPS (Public Order Police Service) and Electrical Department for the removal of illegal electricity connections.

c) Challenges: Law Enforcement

Description	Progress in 2019/20 to address challenge
Disaster Management Act: To remain confined to place of residence	During the Covid-19 national lock down level 5 period, a huge challenge was the unnecessary movement of public which was prohibited during this level. Law Enforcement officials had to issue several fines on a daily basis to non-complying public members.
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. 90 vagrant related complaints were received within the Overstrand area. Where vagrants were found at sites, fines were issued and the vagrants were removed from the properties and 117 vacant land inspections were done to prevent illegal squatters. During the Covid-19 national lock down, vagrant complaints had decreased due to the homeless being accommodated at the Moffat Hall in Mount Pleasant. The problem needs to be addressed by all role-players e.g. SAPS, Social workers, Community leaders and Charity organizations.
Ignorance with regards to solid waste disposal/ Illegal dumping. Problem animals damage containers and refuse bags which leads to health hazards.	Notices are issued regarding the Integrated Waste Management By-law to educate residents and public members regarding the By-law. The notices serve as a warning and fines are also issued where required. 40 notices have been issued in the Overstrand area for no animal proof bins.

TABLE 174: LAW ENFORCEMENT CHALLENGES

d) Service Statistics for Law Enforcement

No.	Law Enforcement				
	Details	2016/17	2017/18	2018/19	2019/20
		Actual No.	Actual No.	Actual No.	Actual No.
1.	Number of by-law infringements attended	7665	6730	7952	14 861
2.	Number of officers in the field on an average day	20	21	37	36
3.	Number of officers on duty on an average day	20	21	37	36
4.	Number of animals impounded	403	329	412	437
5.	Number of awareness initiatives	15	53	64	28

TABLE 175: LAW ENFORCEMENT DATA

Type of service	2016/17	2017/18	2018/19	2019/20
Monitoring of	298	523	1109	516

Type of service	2016/17	2017/18	2018/19	2019/20
Bylaws contraventions	141	37	20	5
	1	5	2	3
	39	56	45	159
	588	204	134	21
	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 municipals property on a daily basis.	416 Sites visited and guarded by Law Enforcement Officials with Private guards on duty to protect municipal property on a daily basis.	479 Sites visited and guarded by Law Enforcement Officials with Private guards on duty to protect municipal property on a daily basis.
	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	Regular patrols in conjunction with Directorate of Community Services. 495 complaints received regarding illegal structures. Assisted with the demolishing of 70 illegal structures.	Regular patrols in conjunction with Directorate of Community Services. 29 complaints received regarding illegal structures. Assisted with the demolishing of 62 illegal structures.

TABLE 176: ADDITIONAL PERFORMANCE INFORMATION FOR LAW ENFORCEMENT

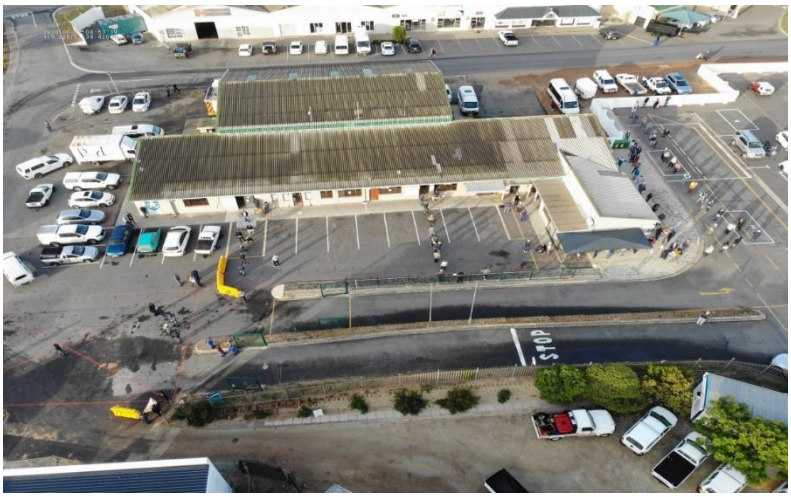
Employees: Law Enforcement							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0%
4 - 6	13	0	0	0	0	0	0%
7 - 9	7	4	24	53	29	24	55%
10 - 12	5	2	4	7	4	3	57%
13 - 15	2	0	5	5	5	0	0%
16 - 18	0	0	0	0	0	0	0%
19 - 20	0	0	0	0	0	0	0%
Total	**27**	**6**	**33**	**65**	**38**	**27**	**58%**

TABLE 177: EMPLOYEES: LAW ENFORCEMENT

Capital Expenditure 2019/20 Law Enforcement					
R' 000					
	2019/20				
Capital Projects	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	3 128 903	0	0	0	3 128 903
Total project value represents the estimated cost of the project on approval by Council					

TABLE 178: CAPITAL EXPENDITURE 2019/20: LAW ENFORCEMENT

3.8.3 TRAFFIC SERVICES



Long queues for the renewal of driver's licences and motor vehicle registrations at the Traffic department in Hermanus on 02 June 2020, after opening for the first time in three months due to the Covid- 19 National Lock down. Social distancing is being conducted as safety measure and to prevent the spread of Covid-19.

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
Crime Prevention during the festive season	Daily patrols were conducted within the Overstrand area to prevent transgressions of Road Traffic offences and accidents. High visibility was ensured by conducting daily VCP's (Vehicle Check Points) and Integrated operations.

TABLE 179: TRAFFIC SERVICES HIGHLIGHTS



VCP conducted in Kleinmond area during the Covid 19 national lock down period to ensure compliance to the National Road Traffic Act as well as Disaster Management Act.

c) Challenges: Traffic Services

Challenges	Progress made in 2019/20 to address challenge
Closure of Traffic department due to Covid-19 national lock down	The Traffic department was closed for three months due to the Covid-19 national lock down. A huge challenge is to address the backlog of renewal of driver's licences, renewal and registrations of vehicle licenses, issuing of roadworthy certificates and conducting and issuing of learner's licenses.

TABLE 180: TRAFFIC SERVICES CHALLENGES

d) Service Statistics for Traffic Services

Traffic Services Data					
No.	Details	2016/17	2017/18	2018/19	2019/20
		Actual No.	Actual No.	Actual No.	Actual No.
1	Number of road traffic accidents during the year	161	163	198	182

Traffic Services Data					
No.	**Details**	**2016/17**	**2017/18**	**2018/19**	**2019/20**
		Actual No.	**Actual No.**	**Actual No.**	**Actual No.**
2	Number of officers in the field on an average day	13	12	12	17
3	Number of officers on duty on an average day	13	12	15	17

TABLE 181: TRAFFIC SERVICES DATA

Type of service	2016/17	2017/18	2018/19	2019/20
Motor vehicle licenses processed	48 057	51 425	69108	38 908
Learner driver licenses processed and issued	5388	4666	4 883	3159
Driver licenses processed	1873	1400	1 530	7 594
Driver licenses issued	780	678	653	499
Fines issued for traffic offenses	23 017	122 751	136 538	8 482
R-value of fines collected	R 7 711 250	R 6 259 300	R 7 531 246	R4 950 348
Roadblocks held	18	688	999	1 331
Special Functions – Escorts	115	60	81	56
Awareness initiatives on public safety	21	20	10	18

TABLE 182: ADDITIONAL PERFORMANCE INFORMATION FOR TRAFFIC SERVICES



Escort duties provided at a Fun Run event held in Hermanus to ensure the safety of all participants.

e) Service Delivery Indicators

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall Performance 2019/2020			
						Target	Actual	R	Corrective Measures
TL28	The creation and maintenance of a safe and healthy environment	Collect R16,500,000 Public Safety Income by 30 June 2020 (Actual revenue, excluding the fine impairment amount)	R-value of public safety collected income	All	R15 493 008.04	**R16 500 000**	**R17 347 607.03**	G2	Target well met

TABLE 183: SERVICE DELIVERY INDICATORS: TRAFFIC SERVICES

Employees: Traffic Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	
0 – 3	2	1	1	1	1	0	0%
4 – 6	24	22	19	23	23	0	0%
7 – 9	1	4	3	6	5	1	83%
10 – 12	19	17	20	20	16	4	80%
13 – 15	2	3	2	3	2	1	66%
16 – 18	1	1	1	1	1	0	0%
19 – 20	0	0	0	0	0	0	0%
Total	**49**	**48**	**46**	**54**	**48**	**6**	89%

TABLE 184: EMPLOYEES: TRAFFIC SERVICES

Capital Expenditure 2019/20: Traffic Services					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	1 100 000	0	44 228	0	1 100 000

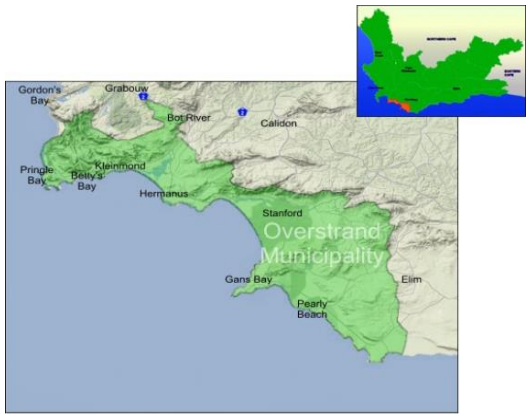
Capital Expenditure 2019/20: Traffic Services					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)					

TABLE 185: CAPITAL EXPENDITURE 2019/20: TRAFFIC SERVICES

f) Manpower: Traffic, Law Enforcement & Special Task Team

Operational Staff

Assistant Chiefs	2
Senior Superintendents	2
Regional Inspectors	2
Superintendents	3
Senior Traffic Officers	4
Senior Law Enforcement Officers	4
Traffic Officers	8
Law Enforcement Officers	26
Learner Traffic Officers	5
Learner Law Enforcement Officers	1
Assistant Traffic Wardens	5



Area Map

Admin Staff (Motor Vehicle Registrations, Fines, Roadworthy & K53)

Senior Superintendent	1
Superintendent	1
Management Representative	1
Controllers (Acting)	
(Motor Vehicle Registrations)	1
(Fines, Speed & Roadworthy)	1
Motor Vehicle Registration Clerks	
(Hermanus - 3)	
(Kleinmond – 1)	
(Gansbaai – 1)	5
K53 Clerks	3
K53 Officers	1
LCU Officers	2
VTS Officer	1

VTS Assistant	1
EPWP Temps (Fines, Speed & Roadworthy)	3
EPWP Temps (Motor Vehicle Registration)	1
EPWP Temps (K53)	1
EPWP Temps (Cleaner)	1

3.8.4 FIRE SERVICES AND DISASTER MANAGEMENT AND SECURITY SERVICES



FIGURE 28 NEW VEHICLE FOR GANSBAAI FIRE STATION



FIGURE 27 PHASE ONE OF THE UPGRADING OF FACILITIES

a) Introduction to Fire Services and Disaster Management and Security Services

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.

Security Services is responsible for the following functions:

- Access Control
- Co-ordination of alarm monitoring services (which are outsourced)
- Co-ordination of security guarding services (which are outsourced)
- Cliff path monitors
- CCTV.

b) Highlights: Fire Services and Disaster Management and Security Services

Highlights	Description
Smoke alarms project	294 smoke alarms were installed at Overhills informal settlement at Kleinmond. The smoke alarms were distributed to selected residents at the informal settlement through the ward councillor. The project aims to reduce the number of dwellings affected in the event of a fire and to alert residents more quickly at the slightest sign of smoke.
Conversion Training & Skills Development	In the midst of the pandemic, the Overstrand firefighters became ambassadors of the novel coronavirus, performing disinfecting and decontaminating duties and also training interested NGO's and NPO's.
Security Services	The pilot phase of the CCTV project was rolled out and five sites were identified during this phase.

TABLE 186: FIRE SERVICES AND DISASTER MANAGEMENT HIGHLIGHTS



FIRE SAFETY INSPECTIONS



PORRIDGE PROCURED BY DISASTER MANAGEMENT ARE DISTRIBUTED TO THE ACCREDITED SOUP KITCHENS IN THE OVERSTRAND AREA

c) Challenges: Fire Services and Disaster Management and Security Services

Description	Progress made in 2019/20 to address challenge
Staff constraints	The Fire & Rescue services is legislated by the SANS 10090: Community Protection Against Fires. A minimum of 8 staff per station are required to be compliant to the code. Though the permanent members are supplemented by EPWP beneficiaries the turnout remains non-compliant.
Budget	Budget allocations for the year are insufficient for projects. The projects are prioritised and completed in phases.
Covid-19 pandemic	The novel coronavirus disrupted the day to day operations of the Municipality. Additional duties are expected of the staff members such as daily decontamination of affected sites and weekly disinfecting duties. These duties are in addition to the day to day operations. Staff members are overwhelmed due to capacity constraints.
Security Services	Security Services only have two full time staff employed in the department, with limited resources. These two members are responsible for the co-ordination of the various projects related to the department for the whole of Overstrand.

TABLE 187: FIRE SERVICES AND DISASTER MANAGEMENT CHALLENGES

d) Service Statistics for Fire Services

Fire Services Data					
No.	Details	2016/17	2017/18	2018/19	2019/20
		Actual No.	Actual No.	Actual No.	Actual No.
1	Total fires attended in the year	394	365	298	314
2	Total of other incidents attended in the year	280	254	258	190
3	Average turnout time - urban areas	3.5min	4.47min	10.50min	9.34min
4	Average turnout time - rural areas	12.2min	6.47min	13.50min	9min
5	Fire fighters in post at year end	35	34	35	35
6	Total fire appliances at year end	8	7	7	7
7	Average number of appliance off the road during the year	8	9	7	5

TABLE 188: FIRE SERVICE DATA

e) Service Delivery Indicators

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Annual Target	Actual	R	Corrective Measures
TL25	The creation and maintenance of a safe and healthy environment	Annually review and submit Disaster Management Plan to Council by the end of October 2019	Reviewed plan submitted	All	1	**1**	**1**	G	Target met
TL26	The creation and maintenance of a safe and healthy environment	Review Community Safety Plan in three year cycle by end of June of the third year in conjunction with the Department of Community Safety	Plan reviewed	All	New KPI	**1**	**0**	R	Target not met. Review will be conducted in the new financial year 2020/2021

TABLE 189: SERVICE DELIVERY INDICATORS: FIRE SERVICES AND DISASTER MANAGEMENT

Employees: Fire Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0%
4 - 6	29	29	30	30	30	0	0%
7 - 9	6	8	9	6	6	0	0%
10 - 12	6	1	1	0	0	0	0%
13 - 15	4	5	4	2	2	0	0%
16 - 18	1	1	1	1	1	0	0%
19 - 20	0	0	0	0	0	0	0%
Total	**46**	**44**	**45**	**39**	**39**	**0**	**0%**

TABLE 190: EMPLOYEES: FIRE SERVICES

Employees: Disaster Management							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0%
4 - 6	0	0	0	0	0	0	0%
7 - 9	2	2	2	2	2	0	0%
10 - 12	1	1	1	1	1	0	0%
13 - 15	2	2	2	2	2	0	0%
16 - 18	0	0	0	0	0	0	0%
19 - 20	0	0	0	0	0	0	0%
Total	**5**	**5**	**5**	**5**	**5**	**0**	**0%**

TABLE 191: EMPLOYEES: DISASTER MANAGEMENT

Employees: Security Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0%
4 - 6	0	0	0	0	0	0	0%
7 - 9	1	1	1	1	1	0	0%
10 - 12	0	0	0	0	0	0	0%
13 - 15	1	1	1	1	1	0	0%
16 - 18	0	0	0	0	0	0	0%
19 - 20	0	0	0	0	0	0	0%
Total	**2**	**2**	**2**	**2**	**2**	**0**	**0%**

TABLE 192: EMPLOYEES: SECURITY SERVICES

Capital Expenditure 2019/20: Fire Services and Disaster Management and Security Services					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Upgrading of Facilities	R 2 480 000	R 0	R 2 366 581.03	R 2 430 123.00	R 2 480 000.00
Upgrading of Facilities	R 300 000	R 0	R 286 104.82	R 0	R 283 104.82

Capital Expenditure 2019/20: Fire Services and Disaster Management and Security Services					
R'					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Upgrading of Facilities – Licenses	R 20 000	R 0	R 20 000	R 0	R 20 000.00
Vehicles – Public Safety	R 1 842 553	R 0	R 1 842 553	R 0	R 1 842 553.00
Vehicles – Public Safety	R 1 683 478	R 0	R 1 683 478	R 0	R 1 673 478.00
CCTV Cameras	R 1 500 000	R 0	R 1 274 025	R 225 975.00	R 1 500 000.00
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)					

TABLE 193: CAPITAL EXPENDITURE 2019/20: FIRE SERVICES AND DISASTER MANAGEMENT

Funds for the CCTV project & Access Control were rolled over to the 2020/2021 financial year for spending.

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.

Overstrand Annual under 15 5A Side Tournament





a) Highlights: Sport and Recreation

Highlights	Description
Under 17 Development Tournament	The first Under 17 Development Tournament was hosted on 30 November 2019. The tournament's objective is to select and build an Overstrand team that will be able to participate in tournaments like Bay Hill Tournament (Annual Tournament hosted in Cape Town) where likes of Kaizer, Chiefs, Mamelodi Sundowns development teams participate. This is a platform for those who showcase their skills to be scouted by big teams.
Hawston Netball Court and Club House.	Overstrand Municipality has built 8 Combo Courts and a club house. This is one of the projects we're excited about considering 2020 Netball World to be hosted in the Cape Town. We have already been requested by province to conduct an audit of this facility to determine its suitability to host.

TABLE 194: SPORT AND RECREATION HIGHLIGHTS

b) Challenges: Sport and Recreation

Description	Progress made in 2019/20 to address challenge
Vandalism of infrastructure	Overstrand Municipality has made progress in securing our sports facilities by building brick wall fence and over and above procured services of security personnel to do site patrols in the evening.
Over use of sports facilities	The Sport Manager's office has since engaged the newly elected committee at Hermanus LFA in an attempt to reduce the number of teams in their LFA in order to save their facility. The committee promised to meet with all team managers to discuss the proposal.
Shrinking of open space (for training purposes)	This remains one of the major obstacles, considering what has recently happened with regard to land grabs and developments around town. The Sports Manager's office will continue to engage infrastructure with department in trying to come up with solutions in particularly for Hermanus area.

TABLE 195: SPORT AND RECREATION CHALLENGES

c) Service statistics for Sport and Recreation

Type of service	2016/17	2017/18	2018/19	2019/20
Play parks				
Number of parks with play park equipment	58	58	60	60
Number of wards with community parks	13	13	13	13
Swimming pools				
Number of visitors per annum	65 134	30 067	23 804	17 255
R-value collected from entrance fees	50 310	48 035	42 880	38 195

Type of service	2016/17	2017/18	2018/19	2019/20
Camp sites/ Resorts				
Number of visitors per annum	16 808	11 092	21 499	33 674
R-value collected from visitation and/or accommodation fees	5 577 073.47	4 113 682.62	6 444 878.46	4 195 480
Sports fields				
Number of wards with sport fields	9	9	9	9
Number of sport clubs utilizing sport fields	92	92	92	92
R-value collected from utilization of sport fields	9 278.68	11 400.05	4 189.15	6 945.74
Sport halls				
Number of wards with sport halls	1	1	1	1
Number of sport associations utilizing sport halls	3	4	2	2
R-value collected from rental of sport halls	164 306.03	103 639.38	94 362.93	23 202.24-

TABLE 196: ADDITIONAL PERFORMANCE INFORMATION FOR SPORT AND RECREATION

Capital Expenditure 2019/20: Sport and Recreation					
R'000					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	**19 054**	**19 054**	**9 952**	**9 027**	**9 952**
Zwelihle- Outdoor GYM	100	0	0	0	0
Hawstown Sports Complex phase 1	13 300	13 300	8 117	5 183	8 117
Hawston Sports Complex Phase 2	2 277	2 277	640	1 637	640
Mt Pleasant - Floodlights	2 200	2 200	120	2 080	120
Hawston- Play Park	50	50	43	7	43
Kleinmond – Play Park	24	24	0	0	0
Purchase & Installation of Play Park equipment	120	120	112	8	112
Kleinmond- Rugby field Lights	50	50	0	0	0
Kleinmond- Netball Extension (change rooms)	150	150	96	54	96

Capital Expenditure 2019/20: Sport and Recreation					
R'000					
Capital Projects	2019/20				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Kleinmond – Play Park Equipment	26	26	26	0	26
Vehicles - Parks	137	137	137	0	137
Vehicles - Parks	719	719	661	58	661
Total project value represents the estimated cost of the project on approval by Council					

TABLE 197: CAPITAL EXPENDITURE 2019/20: 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
Madiba Day	Various community outreaches were organised to commemorate the day
1st Thursdays	Initiated in November 2019, and thereafter the 1st Thursday of every month this is a dialogue between the Overstrand Executive Mayor, Mayco members, the Municipal Manager and the Top Management team with residents on how to improve services and grow the economy.
Blue flag status 2019/20	Blue Flag status retained for Overstrand's four beaches including pilot status for Onrus beach.

TABLE 198: EXECUTIVE AND COUNCIL HIGHLIGHTS



2019 Greenest Municipality Awards – BIODIVERSITY: Overstrand Municipality won the category for Biodiversity Management 2019.

b) Challenges: Executive and Council

Description	Progress made in 2019/20 to address challenge
Covid-19 National Lockdown	Covid-19 also known corona virus. National lockdown prompted working remotely from home. Essential services staff were on duty. Mayco and Council meetings continued via virtual platforms.
Overstrand growth	Overstrand rapid growth in some of the areas and still have to service everyone in terms of communications using social platforms, radio, printed media etc, all these done double the usual number.

TABLE 199: EXECUTIVE AND COUNCIL CHALLENGES

c) Service Delivery Indicators

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Annual Target	Actual	R	Corrective Measures
TL7	The provision of democratic, accountable and ethical governance	Submit quarterly progress reports on the revision of the top 10 risks as a corrective action to the Executive Management Team	Number of progress reports submitted	All	4	**4**	**4**	G	Target met
TL41	The provision of democratic, accountable and ethical governance	Sign section 56 performance agreements with all directors by the end of July 2019	Number of agreements signed	All	6	**6**	**6**	G	Target met

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Annual Target	Actual	R	Corrective Measures
TL42	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	6	**4**	**5**	G2	Target well met
TL43	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 2019 to be completed by Sept 2019 and the current period October to December 2019 to be completed by February 2020.	Number of appraisals	All	12	**12**	**12**	G	Target met
TL44	The provision of democratic, accountable and ethical governance	Submit the final Annual report and oversight report to Council before 31 March 2020	Final Annual report and oversight report submitted	All	1	**1**	**1**	G	Target met
TL45	The provision of democratic, accountable and ethical governance	Prepare the final IDP for submission to Council by the end of May 2020	Final IDP submitted	All	1	**1**	**1**	G	Target met
TL46	The provision of democratic, accountable and ethical governance	Draft the annual report and submit to the Auditor-General by the end of August 2019	Draft Annual report submitted	All	1	**1**	**1**	G	Target met

TABLE 200: SERVICE DELIVERY INDICATORS: EXECUTIVE AND COUNCIL

3.10.2 FINANCIAL SERVICES

a) Introduction: Financial Services

Financial Services

The financial environment has been turned upside down during the past financial year, with the interlude the worsening state of the national economy, and local economies. This scenario transpired even before the reality of the Covid-19 pandamic hit the world 6 months into the current financial period, announcing its arrival shortly there-after on local soil.

The Budget Steering Committee also had to consider increased expenditure directly related to the effect of the COVID-19 lockdown and implementation of regulated requirements to provide costly Personal Protective Equipment (PPE) and related materials to essential services staff (Hazmat Suits, sanitizer, routine decontamination of public areas, municipal offices, et cetera), in preparation for a special Covid-19 adjustments budget tabled early in June 2020, to address these items. Before-mentioned will also remain a priority in the months to come.

With the national state of disaster announced in March 2020 and still intact at the end of the financial year, there are still many unknowns and no vaccine yet to provide more certainty with regard to the impact of the pandemic into the next financial year. Regardless of the negative impact on cashflows directly related to instances of temporary/permanent closure of businesses and the inability of consumers to maintain monthly payments of municipal accounts, as well as reduced consumption (water & electricity) patterns due to reduced household income available, the continued 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 mSCOA segments classification consists of the following:

i. Funding segment
ii. Function segment
iii. Municipal Functional classification Segment
iv. Project Segment

v. Regional Indicator Segment
vi. Item Segment
vii. Costing Segment

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. As from the 2015/2016 MTREF, Overstrand compiled municipal budgets and Council approved budgets according to the mSCOA classification framework.

The outcome of the 2017/2019 audits of municipalities confirmed concerns with regard to the effect of the implementation of mSCOA in so far as conversions/adjustments to financial management systems in operation at municipalities, had to be attended to, this can cuurently still be regarded a valid reflection in local government to a large extent. Before-mentioned had a much wider implication and effect on operations due to before-mentioned. Although the core financial system at Overstrand Municipality 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, here are however still issues and constraints that are managed on an on-going basis.

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. Due to before-mentioned continued revision of the chart by National Treasury, the chart was subsequently again updated as version 6.3, released on 7 December 2019 with the 2019/20 MFMA Budget Circular no. 93. Version 6.3 of the chart was effective from 2019/20. Version 6.4.1 was recently released and used to compile and finalise the 2020/21 MTREF.

The phenomenon unfolding from an advanced stage of mSCOA implementation, to a continued phase of system conversion/migration to re-developed systems on a national level, is still causing disruption in the municipal sphere as systems are in many instances still not completed/migrated to the web environment with the full suite of modules.

As this project has not been finalised by either the national treasury or the Overstrand Municipality, Council and National Treasury informed of any changes to the current status as required from time to time.

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, with the latest focus the migration of the financial system to the web environment, in following the process of development of such, as well as monitoring the successful implementation in the local government domain;
- 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.

As previously mentioned, the Budget Steering Committee also had to consider increased expenditure directly related to the effect of the COVID-19 lockdown and implementation of regulated requirements to provide costly Personal Protective Equipment (PPE) and related materials to essential services staff (Hazmat Suits, sanitizer, routine decontamination of public areas, municipal offices, et cetera), for a special adjustments budget in June 2020 and before-mentioned will remain a priority in the months to come.

In view of these major financial risks and constraints facing the municipality at this point in time, and with the duration and extent of a worsening scenario currently not predictable with certainty, these expenditure items that contributed to a substantial increase in expenditure, as well as revenue projections that had to be adjusted downwards was considered by the Budget Steering Committee in finalising the 2020/21 budget, and allowed for the necessary amendments to draft budgeted amounts, in order to table the municipality's final budget for 2020/2021 in council before the end of May 2020, at least 30 days (31 May) before the start of the financial year.

The respective municipal directorates have subsequently reviewed the Draft Budget and proposed tariffs for 2020/2021, inclusive of an adjustment of Electricity tariffs.

It is now proposed that draft tariffs as previously recommended in the draft budget for 2020/21 for basic services, as well as almost all sundry tariffs as included in the List of Rates, Tariffs, Tariff Structures and Charges, now be increased with 4.5 per cent across the board, inclusive of the first 6 kl of water consumed, to ensure that these factors now impacting on the final budget as discussed, are accommodated to the extent that it is affording the municipality to comply to financial viability

principles. Electricity tariffs are now adjusted with 6.22 per cent, aligned with the Determination of the Municipal Tariff Guideline Increase for the Financial Year 2020/21 and the Revision of Municipal Tariff Benchmarks as published, in accordance with the decision of the National Energy Regulator of South Africa (NERSA) of 14 May 2020.

The Municipality remains alert and sensitive with regard to the impact of the COVID-19 Disaster on the municipality referring to the response and compliance required from the municipality in terms of the Disaster Management Regulations, inclusive of the severe impact on our human and fiscal resources, to ensure that expenditure incurred does not exceed the trend in revenue generated to fund the budget. 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 2019/20 financial year, the Municipality managed to spend 76.53% of its capital budget (pre-audit outcome), 74.5% of its operating budget (pre-audit outcome) and raised 100.14% of the total revenue budget. The reason (Covid-19) regression in spending on the Capital budget and the operating budget respectively have been dealt with extensively in this report.

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, inclusive of a sustained focus on cost containment, also in view of the promulgation of the Municipal Cost Containment Regulations on 7 June 2019 by the Minister of Finance, in concurrence with the Minister of Cooperative Governance and Traditional Affairs, in an attempt to "ensure that resources of a municipality and municipal entity are used effectively, efficiently and economically".
- 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. This work group is still actively monitoring the status of the process which are not fully completed, due to the phenomenon unfolding from an advanced stage of mSCOA implementation, to a continued phase of system conversion/migration to re-developed systems on a national level, is still causing disruption in the municipal sphere, as mentioned earlier in this report. The municipality is awaiting updated project information, in order to consider the status, appropriate approach and planning in this regard. 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. The phenomenon unfolding from an advanced stage of mSCOA implementation, to a continued phase of system conversion/migration to re-developed systems on a national level, are in many instances still not completed/migrated to the web environment with the full suite of modules. The finance management team in its totality has worked tirelessly on this project for the past number of years, and are still representing the core strength in maintaining standards and ensuring that controls remain in place as a cornerstone of good governance, in anticipation of an integrated web based financial management system.

TABLE 201: FINANCIAL SERVICES HIGHLIGHTS

c) Challenges: Financial Services

Description	Progress made in 2019/20 to address challenge
Priorities in terms of Management Information Systems	In view of the updated status provided under mSCOA above, the continued effort and dedicated focus for 2019/2020 still as follows: 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

Description	Progress made in 2019/20 to address challenge
	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	Based on the updated status provided under mSCOA above, the status as follows: A review of existing systems and procedures within the directorate is identified as a priority, in order to ensure increased productivity and efficiency. Furthermore: Renewed focus on review of business processes, as well as internal and external client services.

TABLE 202: FINANCIAL SERVICES CHALLENGES

Details of the types of account raised and recovered	Debt Recovery								
	R'000								
	2017/18			2018/29			2019/20		
	Billed in Year	Actual for accounts billed in year	Pro-portion of accounts value billed that were collected in the year	Billed in Year	Actual for accounts billed in year	Pro-portion of accounts value billed that were collected in the year	Billed in Year	Actual for accounts billed in year	Pro-portion of accounts value billed that were collected in the year
			%			%			%
Property Rates	214 845 385	213 384 822	99,32	233,092,551	230,322,833	98.81	240 914 416	235 115 331	97,59
Electricity	349 693 288	348 146 584	99,56	378,693,094	376,429,665	99.40	415 947 321	408 923 150	98,31
Water	111 191 772	111 908 842	100,64	129,857,575	125,970,634	97.01	133 628 116	125 652 074	94,03
Sanitation	72 064 166	71 898 603	99,77	77,718,851	76,064,402	97.87	80 871 157	77 293 799	95,58
Refuse	57 740 545	57 333 229	99,29	61,763,313	61,011,312	98.78	69 102 023	66 240 005	95,86

TABLE 203: DEBT RECOVERY

d) Service Delivery Indicators

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Target	Actual	R	Corrective Measures
TL13	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) (MPPMR Reg 10 (g))	Ratio achieved	All	6.53	**3**	**7.62**	B	Target extremely well met
TL14	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)(MPPMR Reg 10 (g))	Ratio achieved	All	22.94%	**15**	**25.06**	B	Target extremely well met
TL15	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) (MPPMR Reg 10 (g))	% achieved	All	10.02%	**14.75%**	**12.33%**	B	Target extremely well met
TL16	The provision of democratic, accountable and ethical governance	Financial statements submitted to the Auditor-General by 31 August 2019	Financial statements submitted	All	0	**1**	**1**	G	Target met

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Target	Actual	R	Corrective Measures
TL17	The provision of democratic, accountable and ethical governance	Submit a reviewed long term financial plan to the CFO by end of October 2019	Reviewed long term financial plan submitted	All	1	**1**	**1**	G	Target met
TL34	The provision and maintenance of municipal services	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	7,630	**7 450**	**7 595**	G2	Target well met
TL39	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	98.67%	**96.00%**	**97.10%**	G2	Target well met
TL47	The provision of democratic, accountable and ethical governance	Submit the Final MTREF budget by the end of May 2020	Final Budget submitted	All	1	**1**	**1**	G	Target met

TABLE 204: SERVICE DELIVERY INDICATORS: FINANCIAL SERVICES

Employees: Financial Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0%
4 - 6	40	43	40	44	41	3	93%
7 - 9	24	22	20	22	22	0	0%
10 - 12	23	23	22	25	20	5	80%
13 - 15	12	12	12	12	10	2	83%
16 - 18	4	4	4	4	4	0	0%
19 - 20	2	1	1	1	1	0	0%
Total	**102**	**105**	**99**	**108**	**98**	**10**	**91%**

TABLE 205: 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
Development of the COVID-19 Infectious Disease Plan of the Municipality.	The Plan was developed and compiled in line with the COVID and Health and Safety Regulations within a short time frame for implementation.
Development of departmental Return to Work Plan (staggered return to work)	This had to be developed within two days to be in place when employees had to return to work.

TABLE 206: HUMAN RESOURCES HIGHLIGHTS

d) Challenges: Human Resources

Description	Progress made in 2019/20 to address challenge
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.	No progress made as Medical Aid Funds are not prepared to sponsor non-medical aid members
Performance Management	A compulsory kpi (performance management) for each manager to report on will be the solution for any form of Performance Management Challenges.

TABLE 207: HUMAN RESOURCES CHALLENGES

e) Service Delivery Indicators

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Annual Target	Actual	R	Corrective Measures
TL20	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) (MPPMR Reg 10 (f))	% of the training budget spent on implementation of the WSP	All	100%	**100.00%**	**84.54%**	O	Target almost met. All training had to be put to a halt because of COVID-19. Training will resume in the new financial year.
TL21	The provision of democratic, accountable and ethical governance	Review the Municipal Organisational Staff Structure by the end of June 2020	Structure reviewed	All	1	**1**	**1**	G	Target met
TL23	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	92.3	**92.00%**	**90.64%**	O	Target not achieved due to COVID-19 Lockdown. Recruitment and selection processes resumed on the 17th of June 2020

Ref	Strategic Objective	KPI Description	Unit of Measurement	Wards	Actual 2018/2019	Overall performance for 2019/2020			
						Annual Target	Actual	R	Corrective Measures
TL24	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 (MPPMR Reg 10 (e))	The number of people from EE target groups employed	All	68	**67**	**71**	G2	

TABLE 208: SERVICE DELIVERY INDICATORS: HUMAN RESOURCES

Employees: Human Resources Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	2	2	2	2	2	0	0%
4 - 6	4	1	1	1	1	0	0%
7 - 9	0	2	2	2	1	1	5%
10 - 12	9	10	10	10	10	0	0%
13 - 15	1	2	2	2	2	0	0%
16 - 18	1	1	1	1	1	0	0%
19 - 20	0	0	0	0	0	0	0%
Total	**17**	**18**	**8**	**18**	**17**	**1**	94,44%

TABLE 209: 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
Entering into a Microsoft Enterprise Licenses Agreement and the Procurement of licenses.	The municipality entered into a more government favourable Enterprise Licenses Agreement with Microsoft via the SITA Business Agreement. This enables the municipality to gain the purchasing discounts only afforded to large governmental agencies.
Upgrade of the Digital Radio Network / System	The municipality has now entered into a tender to upgrade the Digital radio solution it started with last year. This is a gradual replacement of the Analog Radio system and will eventually enable departments to use the singular system Overstrand wide. Protection services departments deployed includes fire, law and traffic.
Upgrade of Disaster Recovery Site Fire Suppression System	The Fire Suppression and detection system at the Disaster recovery site replaced aging equipment to keep up to standard.
Upgrade of the High Site UPS	The Eskom load shedding and additional equipment on site has had an impact of the load the older UPS system could handle for the full duration of an outage. The upgrade enables the system to operate nearing the limit before power is restored.

Highlights	Description
Project progression of the Hosted PABX solution / migration.	The municipality is in the process of migrating to a Hosted PABX solution, in order to facilitate new technologies, cost saving and additional functionality for it now aged and defunct Analog PABX equipment.

TABLE 210: ICT SERVICE HIGHLIGHTS

c) Challenges: ICT Services

Description	Progress made in 2019/20 to address challenge
Interconnectivity: Radio Frequency network for both ICT and Protection services has identified bottlenecks at certain high utilisation sites	The selected upgrading of certain sites which will need to be re-assessed to better the effective bandwidth. Investigation as to establishment of new high sites to address shortfall.
Computer Resourcing : The municipality has a fair percentage of older stock computers (Desktops and Laptops)	The machines need to be upgraded to windows 10 and physically upgraded if new resources are not available. Some new machines have been procured, however does not cover the full requirement needed. The replaced stock, where possible, is recycled with upgraded internal parts and re-deployed to less critical areas of the organisation.
Email System Migration	The municipality is in the process of actively planning and implementing migration to an online email system to better facilitate new technology and new features and interoperability with Service Providers.
Pandemic: Resourcing and Remote Work - The lockdown, and subsequent back-to-work and infrastructure requirements to work remotely has impacted ICT resources, connectivity and support.	Staggered work has assisted in mitigating the remote work functionality needed after a less restrictive lockdown, however the deployment of equipment is still a factor going forward. The connectivity has been addressed in the short term, but remote support and working is still a challenge.

TABLE 211: ICT SERVICE CHALLENGES

Employees: ICT Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees (posts filled)	Posts	Employees (posts filled)	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0%
0-3	0	0	0	0	0	0	0%
4 - 6	0	0	3	0	0	0	0%
7 - 9	1	2	3	3	1	2	33%
10 - 12	3	3	1	3	3	0	0%
13 - 15	1	1	2	1	1	0	0%

Employees: ICT Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees (posts filled)	Posts	Employees (posts filled)	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
16 - 18	2	2	0	2	2	0	0%
19 - 20	0	0	0	0	0	0	0%
ICT Interns	0	0	**9**	1	**1**	**0**	**0%**
Total	**7**	**8**	**9**	**10**	8	2	80%

TABLE 212: EMPLOYEES: ICT SERVICES

CAPITAL EXPENDITURE 2019/20 ICT SERVICES						
R'						
Capital Projects	Budget	Adjustment Budget	Actual Expenditure	Total Project Value	Budget Variance	
					R	0%
TOTAL ALL	**3 700 000**	**3 954 440**	**3 951 960.75**	**3 700 000**	**2 479.25**	**0.063%**
ONRUS DISASTER RECOVERY SITE FIRE DETECTION FACILITIES	200 000	152 790	152 782.53	200 000	7.47	0.005%
EMERGENCY AND OPERATIONAL DIGITAL RADIO SYSTEMS UPGRADE (HIGH SITES AND RADIOS)	500 000	500 000	499 203.00	500 000	797.00	0.159%
MICROSOFT EXCHANGE AND LICENSES	2 300 000	2 300 000	2 299 521.26	2 300 000	478.74	0.021%
REPLACEMENT OF UPS HIGHSITE	150 000	322 785	322 777.40	150 000	7.60	0.002%
FIREWALL MANAGEMENT SOFTWARE	250 000	28 865	28 864.80	250 000	0.20	0.001%
MINOR ASSETS-ICT-ORGANIZATION WIDE	300 000	650 000	648 811.76	300 000	1 188.24	0.183%

TABLE 213: CAPITAL EXPENDITURE 2019/20: ICT SERVICES

99.93% of the capital budget for ICT for 2019/20 was spent. There were five primary capital funded projects to address; the upgrade of the Digital Radio network for protection services departments, the upgrade of the aged Fire Detection and Suppression system at the Disaster recovery facility, the replacement of the High site UPS to cater for the extended and draining load shedding, the firewall management licenses and the core Microsoft Office suite of products licensing and implementation.

3.10.5 LEGAL SERVICES

a) Highlights: Legal Services

Highlights	Description
Tree by-law	The successful development, adoption and publication of the Tree by-law

TABLE 214: LEGAL SERVICES HIGHLIGHTS

b) Challenges: Legal Services

Description	Progress made in 2019/20 to address challenge
The **Additional Court** experienced challenges of a large number of cases brought before it being struck off the court role by the Magistrate or being withdrawn by the Prosecutor due to incorrect completion of so-called court control documents for example: incorrect names / surnames / identity numbers of accused persons; incorrect or non-reference to applicable legislation ; illegible handwriting of officials; non-preparation or timeous preparation/ non – delivery or timeous delivery of the court roles to the prosecutor; the non-service or incorrect service of Summonses on perpetrators, and the like.	Overstrand commenced with serving its own summonses subsequent to the contract of the service provider having terminated; the large scale attempt (on-going) to educate and advise where necessary, law enforcement personnel as to the correct completion of court documents, etc which seems to be bearing fruit.

TABLE 215: LEGAL SERVICES CHALLENGES

Employees: Legal Services							
Job Level	2016/17	2017/18	2018/19	2019/20			
	Employees	Employees	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0	0	0%
4 - 6	0	0	0	0	0	0	0%
7 - 9	3	4	4	4	4	0	0%
10 - 12	1	1	1	1	1	0	0%
13 - 15	2	2	2	2	2	0	0%
16 - 18	1	1	1	1	1	0	0%
19 - 20	0	0	0	0	0	0	0%
Total	**7**	**8**	**8**	**8**	**8**	**0**	**0%**

TABLE 216: EMPLOYEES - LEGAL SERVICES

3.10.6 PROCUREMENT SERVICES

a) Highlights: Procurement Services

Highlights	Description
Review and assessment of the Supply Chain Management Processes	A professional service provider was appointed to independently review and assess the current Supply Chain Management processes of the municipality. Interviews were held with all relevant stakeholders including all SCM employees and five employees from the different directorates involved in the implementation of the SCM Policy. All Standard Operating Procedures were reviewed and updated to include the recommendations from the assessment.

TABLE 217: PROCUREMENT SERVICES HIGHLIGHTS

b) Challenges: Procurement Services

Description	Progress made in 2019/20 to address challenge
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.
Local Content and Production	The practical implementation of the local content and production requirements is still a challenge and a few tenders have been cancelled due to no acceptable bids received.

TABLE 218: PROCUREMENT SERVICES CHALLENGES

c) Service Statistics for Procurement Services

1. The Buyers Division processed transactions as follows from the 2017/18 financial year.

Buyer's Section	Activities	Total No	Monthly Average	Daily Average
2017/18	Requests processed	9119	760	63
2017/18	Orders processed	8510	710	34
2018/19	Requests processed	8775	731	37
2018/19	Orders processed	8052	671	34
2019/20	Requests processed	6836	570	29

Buyer's Section	Activities	Total No	Monthly Average	Daily Average
2019/20	Orders processed	6029	502	25

TABLE 219: 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 2019/20	Total	Monthly average	Value R
Requests registered	104	8.6	n/a
Requests cancelled or referred back	6	0.5	n/a
Extensions	8	0.67	R 49,573,832.02
Bids received (number of documents)	525	44	n/a
Bids awarded	99	8.25	R 327,405,325.39
Bids awarded ≤ R200 000	41	3.42	R 6 679 866.04
Appeals registered	4	0.33	n/a
Successful Appeals	0	0	n/a

TABLE 220: 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	32	6.91%	R 15 020 703.98	15.91%
Clause 36(1)(a)(ii)- Sole Supplier	18	3.89%	R 27 523 846.26	29.15%
Clause 36(1)(a)(iii)- Unique arts	0	0%	R0.00	0%
Clause 36(1)(a)(v)- Impractical / impossible	413	89.20%	R 51 868 528.52	54.94%
Total	**463**	**100%**	**R 94 413 078.76**	**100%**

TABLE 221: STATISTICS OF DEVIATIONS FROM THE SCM POLICY

3.11 COMPONENT J: SERVICE DELIVERY PRIORITIES FOR 2020/21

The main development and service delivery priorities for 2020/21 forms parts of the Municipality's Top layer SDBIP for 2020/21 and are indicated in the table below:

3.11.1 BASIC SERVICE DELIVERY

TL KPI Number	KPI Description	Unit of Measurement	Annual Target	Area
TL1	98% of the operational conditional grant (Libraries & CDW's) spent (Actual expenditure divided by the total grant received)	% of total conditional operational grants spent (Libraries & CDW's)	98.00%	1
TL2	m² of roads patched and resealed according to Pavement Management System within available budget	m² of roads patched and resealed	106 000	1
TL3	Quality of effluent comply 90% with general or special limit in terms of the Water Act (Act 36 of 1998)	% compliance	90.00%	1
TL4	Quality of potable water comply 95% with SANS 241	% compliance with SANS 241	95.00%	1
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	19.00%	1
TL18	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) Ã- 100}	% of electricity unaccounted for	7.50%	1
TL19	Report on the implementation of the Water Service Development plan annually by the end of October	Report submitted	1	1
TL29	Provision of water to informal households (excluding invaded state owned land and private land) 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 (excluding invaded land unsuitable for housing and private land)	300	1
TL30	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	30 396	1

TL KPI Number	KPI Description	Unit of Measurement	Annual Target	Area
TL31	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	Number of formal households for which refuse is removed at least once a week	34 098	1
TL32	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 reomoval of refuse in informal households (Once per week = 52 weeks per annum	52	1
TL33	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	21 332	1
TL34	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	7 750	1
TL35	Percentage of a municipality's capital budget actually spent on capital projects identified for 2020/21 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) x 1000) (MPPMR Reg 10(c))	% of the capital budget spent	95.00%	1
TL36	The provision of sanitation services to informal households (excluding invaded state owned land and private land) 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 (excluding invaded land unsuitable for housing and private land)	930	1
TL37	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 fianancial system (SAMRAS)) (MPPMR Reg 10 (a))	No of formal residential households which are billed for sewerage in accordance to the SAMRAS financial system	30 520	1
TL38	100% of the Municipal Infrastructure Grant (MIG) spent by 30 June 2021 (Actual MIG expenditure/Allocation received)	% expenditure of allocated MIG funds	100.00%	1

TL KPI Number	KPI Description	Unit of Measurement	Annual Target	Area
TL45	Provision of water to informal households on invaded land with available funding ("Land Invasion" refers to the illegal occupation of land, with the intention of establishing dwellings / a settlement upon it. An invasion may be by one individual or by hundreds of households)	The number of taps installed for informal households on invaded land with available funding	80	1
TL46	The provision of sanitation services to informal households on invaded land with available funding ("Land Invasion" refers to the illegal occupation of land, with the intention of establishing dwellings / a settlement upon it. An invasion may be by one individual or by hundreds of households)	The number of toilets provided for informal households on invaded land with available funding	105	1

TABLE 222: SERVICE DELIVERY PRIORITIES FOR 2020/21 - BASIC SERVICE DELIVERY

3.11.2 GOOD GOVERNANCE

TL KPI Number	KPI Description	Unit of Measurement	Annual Target	Area
TL6	Ward committee meetings held to facilitate consistent and regular communication with residents	Number of ward committee meetings per annum	78	1
TL7	Submit quarterly progress reports on the revision of the top 10 risks as a corrective action to the Executive Management Team	Number of progress reports submitted	1	1
TL20	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	100.00%	1
TL21	Review the Municipal Organisational Staff Structure by the end of June 2021	Structure reviewed	1	1
TL22	Revise the Section 14 Access to Information Manual by the end of June 2021 to ensure compliant and up to date policies	Manual revised	1	1
TL23	92% of the approved and funded organogram filled {(actual number of posts filled dived by the funded posts budgeted) x100}	% filled	92.00%	1
TL24	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	70	1

TL KPI Number	KPI Description	Unit of Measurement	Annual Target	Area
TL41	Sign section 56 performance agreements with all directors by the end of July 2020	Number of agreements signed	6	1
TL42	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	1	1
TL43	1st annual formal performance appraisals of the section 56 appointees for the previous financial period April to June 2020 to be completed by Sept 2020.	Number of appraisals	6	1
TL44	Draft the annual report and submit to the Auditor-General by 31 October 2020 due to extension granted in terms of GG 43582.	Draft Annual report submitted	1	1

TABLE 223: SERVICE DELIVERY PRIORITIES FOR 2020/21 - GOOD GOVERNANCE

3.11.3 OPTIMIZATION OF FINANCIAL RESOURCES

TL KPI Number	KPI Description	Unit of Measurement	Annual Target	Area
TL13	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	3	1
TL14	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) (MPPMR Reg 10 (g))	Ratio achieved	15	1
TL15	Financial viability measured in terms of the outstanding service debtors (Total outstanding service debtors/ revenue received for services) (MPPMR Reg 10 (g))	% achieved	14.00%	1
TL16	Financial statements submitted to the Auditor General by 31 October 2020 due to extension granted in terms of GG 43582.	Financial statements submitted	1	1
TL17	Submit a reviewed long term financial plan to the CFO by end of October 2020	Reviewed long term financial plan submitted	1	1
TL39	Achieve a debt recovery rate not less than 80% (Receipts/total billed for the 12 month period x 100)	% Recovered	80.00%	1

TABLE 224: SERVICE DELIVERY PRIORITIES FOR 2020/21 - OPTIMIZATION OF FINANCIAL RESOURCES

3.11.4 SAFE AND HEALTY ENVIRONMENT

TL KPI Number	KPI Description	Unit of Measurement	Annual Target	Area
TL25	Annually review and submit Disaster Management Plan to Council by the end of October 2020	Reviewed plan submitted	1	1
TL26	Review Community Safety Plan in three year cycle by end of November 2020 in conjuction with the Department of Community Safety	Plan reviewed	1	1
TL27	Arrange public awareness sessions on Protection Services	Number of sessions held	100	1
TL28	Collect R16,500,000 Public Safety Income by 30 June 2021 (Actual revenue, excluding the fine impairment amount)	R-value of public safety collected income	R16 500 000	1

TABLE 225: SERVICE DELIVERY PRIORITIES FOR 2020/21 - SAFE AND HEALTHY ENVIRONMENT

3.11.5 SOCIAL UPLIFTMENT AND ECONOMIC DEVELOPMENT

TL KPI Number	KPI Description	Unit of Measurement	Annual Target	Area
TL8	Provide four progress reports on LED, Social Development and Tourism initiatives to Council by end June 2021 (Refers to the 4th quarter report of previous financial year and three progress reports for the 2020/21 financial year)	Number of progress reports on LED, Social Development & Tourism initiatives	4	1
TL9	Provide a schedule of funded events to the Executive Mayor for sign off by end of July 2020	Number of schedules submitted	1	1
TL10	Support 120 SMME's in terms of the SMME Development Programme by 30 June 2021	Number of SMME's supported	120	1
TL11	Report on projects/ initiatives in collaboration with other stakeholders for local economic development, social development and tourism	Number of projects / initiatives collaborated on	12	1
TL12	The number of job opportunities created through the EPWP programme and as per set targets (grant agreement - FTE's, translates to 1018 work opportunities) (MPPMR Reg 10 (d))	Number of temporary jobs created	1 018	1
TL40	Support 50 SMME's in terms of the Emerging Contractor Development Programme by 30 June 2021	Number of Emerging Contractors supported	50	1

TABLE 226: SERVICE DELIVERY PRIORITIES FOR 2020/21- SOCIAL UPLIFTMENT AND ECONOMIC DEVELOPMENT

CHAPTER 4

ORGANISATIONAL DEVELOPMENT PERFORMANCE



Employee Wellness Days held during 2019 at various Overstrand Municipality Administrations

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 2017/18	Municipal Achievement 2018/19	Municipal Achievement 2019/20
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	70	68	71
The percentage of a municipality's budget actually spent on implementing its workplace skills plan	99.87%	99.88%	84.54%

TABLE 227: NATIONAL KPI'S - MUNICIPAL TRANSFORMATION AND ORGANISATIONAL DEVELOPMENT

4.2 Introduction to Municipal Workforce

For the 2019/20 financial year Overstrand Municipality employed **1075** (excluding non-permanent positions) officials (**43** new appointees during 2019/20), 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
11	7	20	26	0	0	35	38

TABLE 228: 2019/20 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
343	329	510	538	3	3	221	205

TABLE 229: 2019/20 EE TARGETS/ ACTUAL BY RACIAL CLASSIFICATION (TOTAL WORKFORCE)

Male (Including Disabilities)		Female (Including Disabilities)	
Target June	Actual June	Target June	Actual June
735	761	342	314

TABLE 230: 2019/20 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	329	538	3	206	1075
% for Positions filled	30.58	50	0.28	19.14	100

TABLE 231: EE POPULATION 2019/20

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	2	0	1	0	0	0	0	3
Professionally qualified and experienced specialists and mid-management	2	15	0	24	4	6	0	10	61
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	13	66	0	41	8	24	1	41	194
Semi-skilled and discretionary decision making	87	154	0	26	33	85	1	45	431
Unskilled and defined decision making	159	154	1	11	22	29	0	3	379
Total permanent	262	393	1	106	67	145	2	100	1075
Non- permanent employees	0	0	0	0	0	0	0	0	0
Grand total	**262**	**393**	**1**	**105**	**67**	**145**	**2**	**100**	**1075**

TABLE 232: OCCUPATIONAL LEVELS

4.2.2 VACANCY RATE

The approved organogram for the municipality had **1 186** posts for the 2019/2020 financial year. The actual positions filled are indicated in the tables below by post level and by functional level. **111** Posts were vacant at the end of (2019/20), resulting in a vacancy rate of **9.36%.**
Vacant posts are budgeted for: **111**

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)**	65	2
Admin Officers **(T4-T13)**	639	102
General Workers **(T3)**	364	7
Total	**1075**	**111**
Per Functional Level		
Functional area	**Filled**	**Vacant**
Municipal Manager	11	2
Management Services	47	6
Financial Services	104	10
Community Services	647	44
Protection Services	131	34
Infrastructure and Planning Services	128	9
Economic Development Services	7	6
Total	**1075**	**111**

TABLE 233: 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 1 1 2 2 1 1	1 1 1 5 3 1 1	Senior Property Administrator T14 Manager Housing Planning & Project Management T16 Senior Superintendent: Operations13 Senior Superintendent: Electrical T13 Internal Auditor T12 Accountant: Costing T12 Accountant: Operational Budget T12	100.00% 100.00% 100.00% 40.00% 66.66% 100.00% 100.00%
Total	**9**	**13**		**69%**

TABLE 234: 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 an **increase** from **3.01%** in **2018/19** to **3.37%** in **2019/20.**

Terminations during 2019/20 were mostly due to: 32.5% resignations; 47.5% Pensioned & retirement; **7.5%** Medical board; 10% death and **2.5%** absconded.

The table below indicates the turn-over rate for the past three financial years:

Financial year	Total no appointments at the end of each Financial Year	New appointments	No Terminations during the year	Turn-over Rate
2017/18	106	72	41	3.65%
2018/19	99	63	35	3.01%
2019/20	77	45	40	3.37%

TABLE 235: TURNOVER RATE

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 **2019/20** financial year with **139** 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	2017/18	2018/19	2019/20
Municipal Manager	0	0	1
Management Services	6	8	5
Financial Services	2	5	5
Community Services	136	149	97
Protection Services	28	28	18
Infrastructure and Planning Services	13	7	11
Economic Development, Social development and Tourism Services	0	0	2
Total	**185**	**197**	**139**

TABLE 236: 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 **2019/20** financial year shows a **69.19% decrease** when comparing it with the **2018/19** financial year.

The table below indicates the total number sick leave days taken within the different directorates:

Department	2017/18	2018/19	2019/20
Municipal Manager	19	25	32
Management Services	315	233	232
Financial Services	638	611	636
Community Services	4242	4136	3738
Protection Services	781	712	562
Infrastructure and Planning Services	756	588	520
Economic Development , Social Development and Tourism Services	26	27	30
Total	**6777**	**6332**	**5750**

TABLE 237: 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**
Revised Time and Attendance	26 June 2019
Revised External Bursary Programme	25 March 2020
SALGA TASK JOB Evaluation Policy for Municipalities	30 October 2019
Policies still to be developed/ reviewed	
Name of policy	**Proposed date of approval**
Sexual Harassment	In progress
Uniform/ Protective Clothing	In progress
HIV/ AIDS	In progress

TABLE 238: 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 (2019/20)	Number of Employees that received training (2019/20)
MM and S57	Female	0	0
	Male	0	0
Legislators, senior officials and managers	Female	8	11
	Male	21	28
Associate professionals and Technicians	Female	12	4
	Male	17	7
Professionals	Female	14	4
	Male	3	6
Clerks	Female	88	37
	Male	14	7
Service and sales workers	Female	13	8
	Male	57	45
Craft and related trade workers	Female	3	2
	Male	38	22
Plant and machine operators and assemblers	Female	0	0
	Male	25	15
Elementary occupations	Female	6	8
	Male	108	74
Sub total	**Female**	**144**	**74**
	Male	**283**	**204**
Total		**427**	**278**

TABLE 239: 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 2019/20						
		Learnerships		Skills programmes & other short courses		Total		
		Actual	Target	Actual	Target	Actual	Target	% Variance
Technicians and associate professionals	Female	0	0	4	12	4	12	67,00%
	Male	0	0	7	17	7	17	58.82%
Clerks	Female	0	0	37	88	37	88	57.95%
	Male	0	0	7	14	7	14	50.00%
Service and sales workers	Female	0	0	8	13	8	13	38.46%
	Male	0	0	45	57	45	57	21.05%
Craft and related trade workers	Female	0	0	2	3	2	3	33.33%
	Male	0	0	22	38	22	38	42.11%
Plant and machine operators and assemblers	Female	0	0	0	0	0	0	0.00%
	Male	0	0	15	25	15	25	40.00%
Elementary occupations	Female	0	0	8	6	8	6	-33.33%
	Male	0	0	74	108	74	108	31.48%
Sub total	**Female**	**0**	**0**	**59**	**122**	**59**	**122**	**51.64%**
	Male	**0**	**0**	**170**	**259**	**170**	**259**	**34.36%**
Total		**0**	**0**	**229**	**381**	**229**	**381**	**39.90%**

TABLE 240: SKILLS DEVELOPMENT

4.4.3 SKILLS DEVELOPMENT – BUDGET ALLOCATION

The table below indicates that a total amount of **R2 505 041.00** were allocated to the workplace skills plan and that **84.54%** of the total amount was spent in the (2019/20) financial year:

Year	Total personnel budget	Total Allocated	Total Spend	% Spent
2017/18	R339 417 641.00	R1 981 500.00	R1 978 826.20	99.87%
2018/19	R385 086 003.00	R1 928 354.00	R1 926 041.96	99.88%
2019/20	R410 903 823.00	R2 505 041.00	R2 117 702.74	84.54%

TABLE 241: 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 30.06.2020		
In progress	23	Started in February 2020
Left the municipality's employment	9	1 Deceased, 4 Pension, 3 Resigned & 1 Medical Board
Completed	0	
Not completed	0	
Still need to complete outstanding unit standards	23	Training is put on hold due to Covid 19

TABLE 242: STATUS OF MMC QUALIFICATION, 30.6.2020

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	
2017/18	306,820	997,156	30.77%
2018/19 (restated)	378,584	1,108,267	34.16%
2019/20	393,805	1,186,523	33.19%

TABLE 243: PERSONNEL EXPENDITURE

Below is a summary of Councillor and staff benefits for the year under review:

Financial year	2016/17	2017/18	2018/19	2019/20	
Description	Actual	Actual	Actual (Restated)	Original Budget	Actual
Councillors (Political Office Bearers plus Other) – R'000					
Salary Package	8 608	9 057	9 467	10 317	10 174
Cell phone allowance	657	1 081	1 106	1 066	1 108
Sub Total	**9 265**	**10 138**	**10 573**	**11 383**	**11 282**
% Increase	8.16%	9.42%	4.29%		6.71%
Senior Managers of the Municipality – R'000					
Salary Package	9 944	10 489	11 036	11 292	11 568
Cell phone allowance	159	187	187	187	187
Sub Total	**10 103**	**10 676**	**11 223**	**11 479**	**11 755**
% increase	4.19%	5.67%	5.12%		4.74%
Other Municipal Staff – R'000					
Basic Salaries and Wages	176 167	191 230	214 329	245 260	233 807
Pension Contributions	44 495	11 484	48 930	41 472	26 878
Medical Aid Contributions	10 523	11 195	12 035	14 459	13 141
Motor vehicle allowance	7 602	10 890	11 455	7 947	12 338
Cell phone allowance	1 483	1 827	1 887	2 067	1 948
Housing allowance	5 064	2 443	2 350	2 567	2 507
Overtime	15 610	18 400	25 089	29 320	28 491
Other benefits or allowances	31 316	38 537	40 713	32 536	51 658
Sub Total	**292 260**	**286 006**	**356 788**	**375 628**	**370 768**
% increase	10.28%	(2.14)%	24.75%		3.92%
Total Municipality	**311 628**	**306 820**	**378 584**	**398 490**	**393 805**
% increase	10.01%	(1.54)%	23.39%		4.02%

TABLE 244: PERSONNEL EXPENDITURE

CHAPTER 5

FINANCIAL PERFORMANCE

This chapter provides details regarding the financial performance of the municipality for the 2019/20 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 2019/20 financial year**:**

Consultant arrangement	Cost	Reason for this engagement
IX ENGINEERS (PTY) LTD	R4 134 178,60	Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area for a contract period ending 30 June 2022
GIBB (PTY) LTD (ARCUS GIBB)	R3 975 103,06	Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area for a contract period ending 30 June 2022
NEXTEC INDUSTRIAL TECHNOLOGIES (PTY) LTD	R3 095 653,53	Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area for a contract period ending 30 June 2022
JPCE (PTY) LTD	R2 128 376,27	Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area for a contract period ending 30 June 2022
ELEMENT CONSULTING ENGINEERS (PTY) LTD	R1 783 081,96	Appointment of Consultants for Various Engineering and Groundwater Projects in the Overstrand Municipal Area for a contract period ending 30 June 2022

TABLE 245: 5 MOST EXPENSIVE CONSULTANTS FOR THE 2019/20 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 2019/20 financial year:

Financial Summary							
R'000							
Description	2017/18	2018/19	2019/20			2019/20	
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Financial Performance							
Property rates	215,763	233,093	242,150	202,050	240,914	-0.5%	16.1%
Service charges	590,112	648,033	679,330	690,950	699,549	2.9%	1.2%
Investment revenue	34,175	45,960	32,161	43,811	53,186	39.5%	17.6%
Transfers recognised - operational	116,458	106,306	152,183	126,555	123,140	-23.6%	-2.8%
Other own revenue	115,683	123,034	67,693	227,511	173,486	61.0%	-31.1%
Total Revenue (excluding capital transfers and contributions)	**1,072,189**	**1,156,425**	**1,173,517**	**1,290,877**	**1,290,276**	**9.0%**	**0.0%**
Employee costs	296,682	368,010	399,804	400,310	382,527	-4.5%	-4.6%
Remuneration of councillors	10,138	10,573	11,383	11,383	11,282	-0.9%	-0.9%
Depreciation & asset impairment	134,846	131,114	131,285	131,285	134,541	2.4%	2.4%
Finance charges	46,129	44,921	51,549	51,549	46,570	-10.7%	-10.7%
Materials and bulk purchases	266,744	277,663	339,554	330,022	320,929	-5.8%	-2.8%
Transfers and grants	1,800	486	500	500	560	10.7%	10.7%
Other expenditure	240,817	275,769	315,888	381,719	292,926	-7.8%	-30.3%
Total Expenditure	**997,156**	**1,108,536**	**1,249,963**	**1,306,768**	**1,189,336**	**-5.1%**	**-9.9%**
Surplus/(Deficit)	75,034	47,890	(76,446)	(15,891)	100,940	175.7%	115.7%
Transfers recognised - capital	64,263	31,952	70,194	46,283	37,392	-87.7%	-23.8%
Contributions recognised - capital & contributed assets	4,834	26,685	–	2,618	3,730		
Surplus/(Deficit) after capital transfers & contributions	144,131	106,526	(6,252)	33,010	142,062	104.4%	76.8%

Financial Summary							
R'000							
Description	2017/18	2018/19	2019/20			2019/20	
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Share of surplus/ (deficit) of associate	144,131	106,526	(6,252)	33,010	142,062	104.4%	76.8%
Surplus/(Deficit) for the year	**144,131**	**106,526**	**(6,252)**	**33,010**	**142,062**	104.4%	76.8%
Capital expenditure & funds sources							
Capital expenditure	**105,255**	**172,777**	**261,677**	**275,800**	**211,056**	**-24.0%**	**-30.7%**
Transfers recognised - capital	64,263	66,060	70,194	127,365	118,851	40.9%	-7.2%
Public contributions & donations	4,250	25,546	–	1,259	2,371	100.0%	46.9%
Borrowing	19,199	36,495	90,501	69,425	50,476	-79.3%	-37.5%
Other	–	–	–	–	–	0.0%	0.0%
Internally generated funds	17,543	44,675	100,981	77,751	39,358	-156.6%	-97.5%
Total sources of capital funds							
Financial position							
Total current assets	625,093	684,399	583,535	691,390	810,803	28.0%	14.7%
Total non current assets	3,635,642	3,712,914	3,823,679	3,802,102	3,798,429	-0.7%	-0.1%
Total current liabilities	221,509	220,717	234,096	212,344	294,932	20.6%	28.0%
Total non current liabilities	613,708	645,090	694,547	674,247	640,732	-8.4%	-5.2%
Community wealth/Equity	3,425,517	3,531,506	3,478,571	3,606,901	3,673,568	5.3%	1.8%
Cash flows							
Net cash from (used) operating	243,897	215,983	188,520	297,377	319,091	40.9%	6.8%
Net cash from (used) investing	(28,775)	(178,314)	(269,006)	(272,129)	(212,740)	-26.4%	-27.9%
Net cash from (used) financing	31	20,552	35,591	15,291	14,275	-149.3%	-7.1%
Cash/cash equivalents at the year end	474,967	533,188	444,120	573,726	653,813	32.1%	12.2%
Cash backing/surplus reconciliation							
Cash and investments available	519,562	583,711	502,005	620,612	700,328	28.3%	11.4%
Application of cash and investments	28,752	16,675	75,672	115,757	47,531	-59.2%	-143.5%
Balance - surplus (shortfall)	490,810	567,036	426,333	504,855	652,798	34.4%	22.7%

Financial Summary							
R'000							
Description	2017/18	2018/19	2019/20			2019/20	
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Asset management							
Asset register summary (WDV)	3,591,027	3,662,386	3,765,790	3,755,213	3,751,914	-0.4%	-0.1%
Depreciation & asset impairment	134,846	131,114	131,285	131,285	134,541	2.4%	2.4%
Renewal of Existing Assets	10,265	–	–	–	–	#DIV/0!	#DIV/0!
Repairs and Maintenance	160,036	215,024	199,189	204,294	188,517	-5.7%	-8.4%
Free services							
Cost of Free Basic Services provided	62,339	79,256	84,049	84,049	67,576	-24.4%	-24.4%
Revenue cost of free services provided	55,915	111,180	54,292	54,292	67,576	19.7%	19.7%
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 246: FINANCIAL PERFORMANCE 2019/20

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	%
2017/18	1,047,640	1,072,189	(24,549)	**2.29%**	1,052,197	997,156	55,041	**-6%**
2018/19	1,083,298	1,156,425	(73,128)	**6.32%**	1,154,476	1,108,536	45,940	**-4%**
2019/20	1,290,877	1,290,276	602	**-0.05%**	1,306,768	1,189,200	117,568	**-10%**

TABLE 247: PERFORMANCE AGAINST BUDGETS

The following graph indicates the various types of revenue items in the municipal budget for 2019/20

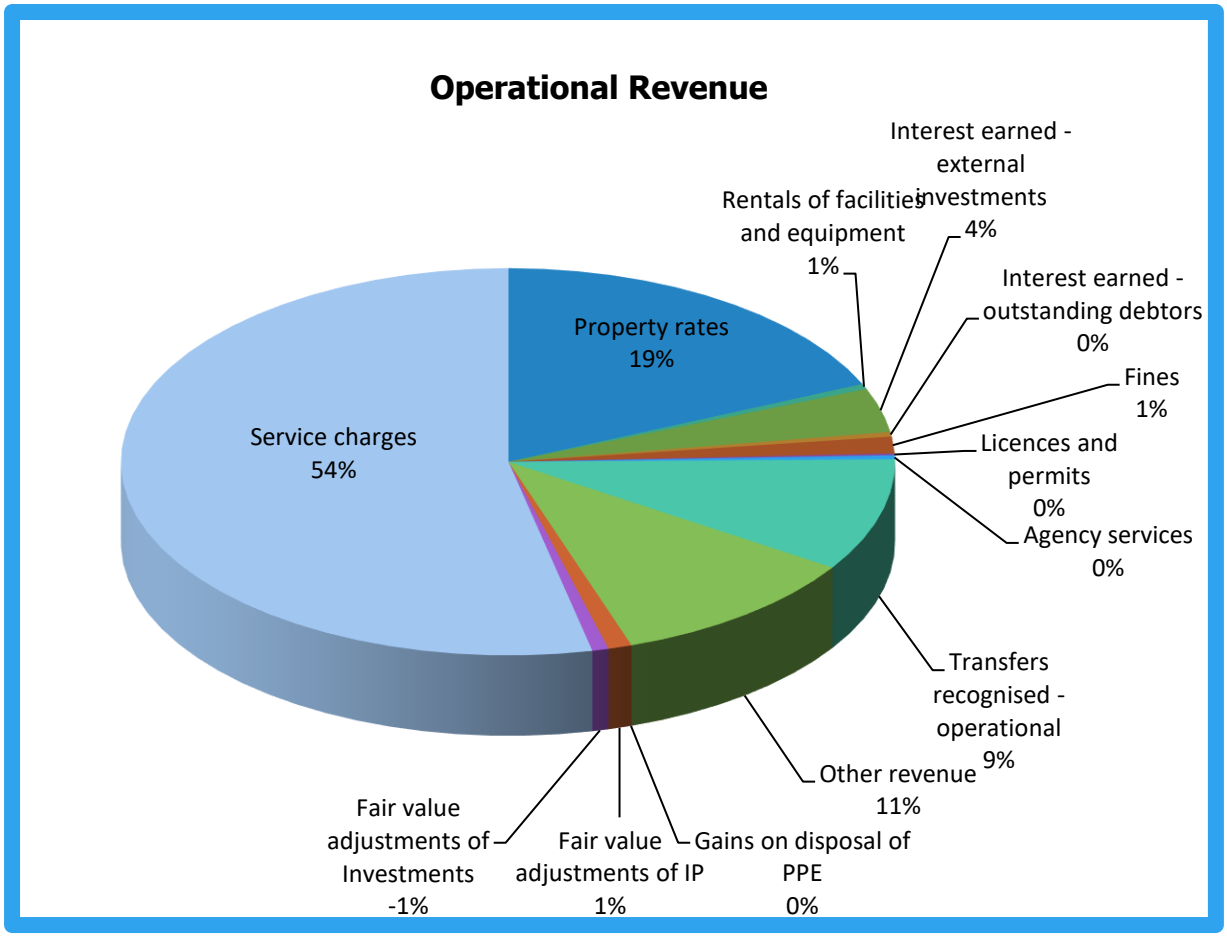


FIGURE 29: REVENUE

The following graph indicates the various types of expenditure items in the municipal budget for 2019/20

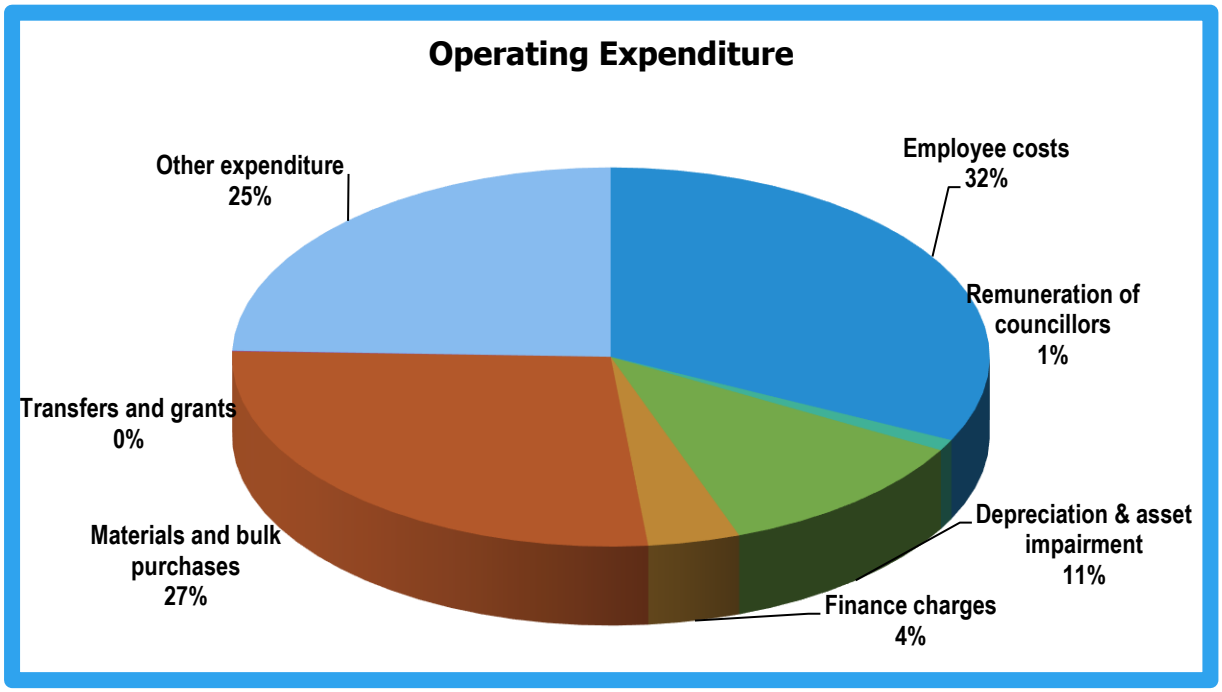


FIGURE 30: OPERATING EXPENDITURE

5.1.1 Revenue collection by Vote

The table below indicates the Revenue collection performance by Vote:

Vote Description	2017/18	2018/19	2019/20				
	R'000						
	Actual	Actual	Original Budget	Adjusted Budget	Actual		
Vote 1 - Council	21,399	26,636	31,083	30,843	30,091	-3.3%	-2.5%
Vote 2 - Municipal Manager	64	86	36	36	36	-0.7%	0.0%
Vote 3 - Management Services	821	1,070	844	844	1,189	29.0%	29.0%
Vote 4 - Finance	258,885	292,648	284,914	297,684	300,506	5.2%	0.9%
Vote 5 - Community Services	323,128	362,029	379,676	386,122	378,350	-0.4%	-2.1%
Vote 6 - Economic and Social Development & Tourism	2,788	2,044	2,635	2,986	2,914	9.6%	-2.4%
Vote 7 - Infrastructure & Planning	489,799	497,129	497,130	570,833	585,515	15.1%	2.5%
Vote 8 - Protection Services	40,605	33,419	47,393	50,430	32,797	-44.5%	-53.8%
Total Revenue by Vote	**1,137,488**	**1,215,062**	**1,243,711**	**1,339,778**	**1,331,397**	**6.6%**	**-0.6%**

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 248: REVENUE BY VOTE

5.1.2 Revenue collection by Source

The table below indicates the revenue collection performance by source for the 2019/20 financial year:

Description	2017/18	2018/19	2019/20			2019/20 Variance	
	R'000						
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Property rates	215,763	233,093	242,150	242,050	240,914	-0.5%	-0.5%
Property rates - penalties & collection charges	–	–	–	–	–	0.0%	0.0%
Service Charges - electricity revenue	349,298	378,693	398,868	406,868	415,947	4.1%	2.2%
Service Charges - water revenue	110,932	129,858	127,320	133,820	133,628	4.7%	-0.1%
Service Charges - sanitation revenue	72,106	77,719	80,020	81,020	80,871	1.1%	-0.2%
Service Charges - refuse revenue	57,775	61,763	70,122	69,242	69,102	-1.5%	-0.2%
Service Charges - other	–	–	–	–			
Rentals of facilities and equipment	5,616	6,278	3,562	3,562	5,738	37.9%	37.9%
Interest earned - external investments	30,322	41,768	28,010	39,460	48,172	41.9%	18.1%
Interest earned - outstanding debtors	3,853	4,192	4,151	4,351	5,014	17.2%	13.2%
Dividends received	–	–	–	–		0.0%	0.0%
Fines	31,638	25,672	32,552	32,552	18,211	-78.8%	-78.8%
Licences and permits	2,527	2,526	2,462	2,462	1,975	-24.7%	-24.7%
Agency services	4,149	4,885	4,700	5,200	4,376	-7.4%	-18.8%
Transfers recognised - operational	116,458	106,306	152,183	126,555	123,140	-23.6%	-2.8%
Other revenue	48,492	83,673	27,416	143,735	143,186	80.9%	-0.4%
Gains on disposal of PPE	28,096	–		–		0.0%	0.0%
Total Revenue (excluding capital transfers and contributions)	**1,077,023**	**1,156,425**	**1,173,517**	**1,290,877**	**1,290,276**	**9.0%**	**0.0%**

Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A4.

TABLE 249: REVENUE BY SOURCE

5.1.3 Operational Services Performance

The table below indicates the Operational services performance for the 2019/20 financial year:

Financial Performance of Operational Services R '000							
Description	2017/18	2018/19	2019/20			2019/20 Variance	
	Actual	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Operating Cost							
Water	(66,052)	(47,724)	(95,900)	(92,513)	(92,818)	-3.32%	0.33%
Waste Water (Sanitation)	(40,514)	(31,063)	(54,909)	(58,886)	(60,909)	9.85%	3.32%
Electricity	(263,433)	(270,746)	(324,553)	(326,768)	(322,237)	-0.72%	-1.41%
Waste Management	(49,416)	(55,166)	(54,929)	(56,809)	(54,248)	-1.26%	-4.72%
Housing	43,598	28,886	19,253	40,947	74,880	74.29%	45.32%
Component A: sub-total	(375,818)	(375,813)	(511,038)	(494,029)	(455,331)	-12.23%	-8.50%
Waste Water (Stormwater Drainage)	(1,067)	(5,980)	(5,913)	(7,568)	(6,434)	8.11%	-17.63%
Roads	(82,227)	(94,405)	(102,545)	(102,565)	(100,111)	-2.43%	-2.45%
Transport	–		–	–	–	0.00%	0.00%
Component B: sub-total	(83,294)	(100,385)	(108,457)	(110,134)	(106,545)	-1.79%	-3.37%
Planning	(65,962)	(61,329)	(27,839)	(26,925)	(26,397)	-5.46%	-2.00%
Local Economic Development	(6,725)	(8,238)	(6,279)	(5,461)	(4,393)	-42.95%	-24.31%
Component C: sub-total	(72,687)	(69,567)	(34,118)	(32,386)	(30,790)	-10.81%	-5.18%
Community & Social Services	(29,707)	(26,170)	(9,856)	(9,283)	(7,145)	-37.94%	-29.92%
Enviromental Proctection	(5,683)	(6,741)	(11,616)	(11,781)	(9,881)	-17.56%	-19.23%
Health	–		–	–	–	0.00%	0.00%
Security and Safety	(32,681)	(48,821)	(51,771)	(57,377)	(54,281)	4.62%	-5.70%
Sport and Recreation	(10,089)	(11,844)	(26,989)	(28,128)	(25,488)	-5.89%	-10.36%
Corporate Policy Offices and Other	(66,277)	(136,855)	(170,887)	(156,873)	(108,806)	-57.06%	-44.18%
Component D: sub-total	(144,437)	(230,145)	(271,118)	(263,441)	(205,736)	-31.78%	-28.05%
Total Expenditure	**(676,236)**	**(774,600)**	**(924,732)**	**(899,990)**	**(798,266)**	-15.84%	-12.74%

In this table operational income (but not levies or tarrifs) is offset agaist 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 250: OPERATIONAL SERVICES PERFORMANCE

Total Net Expenditure variance between the original budget and actual was -15.84%. Total Net Expenditure variance between the amended budget and actual was -12.7%.

5.2 FINANCIAL PERFORMANCE PER MUNICIPAL FUNCTION

5.2.1 Water Services

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	14,365	16,297	21,083	21,083	20,081	-5.0%
Expenditure:						
Employees	9,433	10,687	10,868	10,868	11,866	8.4%
Contracted services and materials	6,654	7,486	51,812	50,218	47,387	-6.0%
Other	49,965	45,858	54,304	52,511	53,646	2.1%
Total Operational Expenditure	**80,417**	**64,031**	**116,983**	**113,597**	**112,899**	**-0.6%**
Net Operational (Service) Expenditure	**(66,052)**	**(47,734)**	**(95,900)**	**(92,513)**	**(92,818)**	**0.3%**

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 251: FINANCIAL PERFORMANCE: WATER SERVICES

5.2.2 Waste Water (Sanitation)

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	12,063	26,811	17,478	17,478	17,577	0.6%
Expenditure:						
Employees	15,685	18,070	17,660	18,680	20,090	7.0%
Contracted services and materials	10,155	12,091	25,313	27,561	27,159	-1.5%
Other	26,738	27,715	29,414	30,123	31,236	3.6%
Total Operational Expenditure	**52,578**	**57,876**	**72,388**	**76,365**	**78,485**	**2.7%**
Net Operational (Service) Expenditure	**(40,514)**	**(31,064)**	**(54,909)**	**(58,886)**	**(60,909)**	**3.3%**

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 252: FINANCIAL PERFORMANCE: WASTE WATER (SANITATION) SERVICES

5.2.3 Electricity

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	31,953	41,413	39,288	45,173	44,586	-1.3%
Expenditure:						
Employees	19,770	21,543	25,127	25,127	24,538	-2.4%
Contracted services and materials	5,997	6,603	8,904	12,997	11,273	-15.3%
Other	269,618	283,897	329,810	333,816	331,012	-0.8%
Total Operational Expenditure	**295,386**	**312,043**	**363,841**	**371,941**	**366,823**	**-1.4%**
Net Operational (Service) Expenditure	**(263,433)**	**(270,630)**	**(324,553)**	**(326,768)**	**(322,237)**	**-1.4%**

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 253: FINANCIAL PERFORMANCE: ELECTRICITY

5.2.4 Waste Management

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	14,898	14,988	17,515	17,515	17,560	0.3%
Expenditure:						
Employees	26,420	30,700	30,958	31,335	31,049	-0.9%
Contracted services and materials	23,239	27,164	32,604	33,429	31,829	-5.0%
Other	14,655	12,293	8,882	9,560	8,930	-7.1%
Total Operational Expenditure	**64,314**	**70,156**	**72,444**	**74,324**	**71,808**	**-3.5%**
Net Operational (Service) Expenditure	**(49,416)**	**(55,168)**	**(54,929)**	**(56,809)**	**(54,248)**	**-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 254: FINANCIAL PERFORMANCE: WASTE MANAGEMENT

5.2.5 Housing

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	56,186	47,184	52,676	103,995	104,370	0.4%
Expenditure:						
Employees	2,782	3,108	3,866	3,866	3,374	-14.6%
Contracted services and materials	9,734	3,069	29,497	4,225	2,400	-76.1%
Other	73	12,247	61	54,957	23,717	-131.7%
Total Operational Expenditure	**12,589**	**18,424**	**33,424**	**63,048**	**29,490**	**-113.8%**
Net Operational (Service) Expenditure	**43,598**	**28,760**	**19,253**	**40,947**	**74,880**	**45.3%**

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: HOUSING

5.2.6 Waste Water (Storm water)

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	10 942	5 762	7 586	5 410	5 486	1,4%
Expenditure:						
Employees	3 012	2 866	3 513	3 513	2 937	-19,6%
Contracted services and materials	2 993	2 900	3 811	3 291	2 519	-30,7%
Other	6 004	5 975	6 175	6 175	6 464	4,5%
Total Operational Expenditure	**12 009**	**11 741**	**13 498**	**12 978**	**11 920**	**-8,9%**
Net Operational (Service) Expenditure	**(1 067)**	**(5 980)**	**(5 913)**	**(7 568)**	**(6 434)**	**-17,6%**

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

TABLE 256: FINANCIAL PERFORMANCE WASTE WATER (STORM WATER)

5.2.7 Roads

Description	2017/18	2018/19	2019/20
	R'000		

	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	8,970	6,229	4,206	7,882	7,166	-10.0%
Expenditure:						
Employees	20,726	24,946	27,861	27,861	27,872	0.0%
Contracted services and materials	34,110	38,391	41,896	45,402	43,023	-5.5%
Other	36,361	37,297	36,994	37,184	36,382	-2.2%
Total Operational Expenditure	**91,197**	**100,634**	**106,751**	**110,448**	**107,277**	**-3.0%**
Net Operational (Service) Expenditure	**(82,227)**	**(94,405)**	**(102,545)**	**(102,565)**	**(100,111)**	**-2.5%**

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 257: FINANCIAL PERFORMANCE: ROADS

5.2.8 Planning

	2017/18	2018/19	2019/20			
			R'000			
Description	**Actual**	**Actual**	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue (excluding tariffs)	11,537	25,483	7,284	7,284	5,680	-28.2%
Expenditure:						
Employees	24,766	24,449	29,839	28,847	28,956	0.4%
Contracted services and materials	50,277	55,471	4,010	4,056	2,127	-90.7%
Other	2,455	6,715	1,273	1,306	994	-31.3%
Total Operational Expenditure	**77,498**	**86,636**	**35,122**	**34,209**	**32,077**	**-6.6%**
Net Operational (Service) Expenditure	**(65,962)**	**(61,153)**	**(27,839)**	**(26,925)**	**(26,397)**	**-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 258: FINANCIAL PERFORMANCE: PLANNING

5.2.9 Local Economic Development

	2017/18	2018/19	2019/20			
			R'000			
Description	**Actual**	**Actual**	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue (excluding tariffs)	2,758	2,044	3,027	3,027	2,927	-3.4%
Expenditure:						

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Employees	6,559	7,580	8,044	7,185	6,603	-8.8%
Contracted services and materials	693	1,047	645	760	362	-110.1%
Other	2,231	1,645	618	543	355	-52.9%
Total Operational Expenditure	**9,484**	**10,272**	**9,307**	**8,488**	**7,320**	**-16.0%**
Net Operational (Service) Expenditure	**(6,725)**	**(8,227)**	**(6,279)**	**(5,461)**	**(4,393)**	**-24.3%**

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 259: FINANCIAL PERFORMANCE: LOCAL ECONOMIC DEVELOPMENT

5.2.10 Community & Social Services

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	4,149	12,340	8,073	8,077	8,071	-0.1%
Expenditure:						
Employees	27,051	29,984	13,259	13,262	13,369	0.8%
Contracted services and materials	5,314	7,180	4,318	3,667	1,579	-132.3%
Other	1,491	1,432	351	431	269	-60.3%
Total Operational Expenditure	**33,856**	**38,596**	**17,929**	**17,360**	**15,216**	**-14.1%**
Net Operational (Service) Expenditure	**(29,707)**	**(26,255)**	**(9,856)**	**(9,283)**	**(7,145)**	**-29.9%**

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

TABLE 260: FINANCIAL PERFORMANCE: COMMUNITY & SOCIAL SERVICES

5.2.11 Environmental Protection

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	22	45	45	45	21	-113,3%
Expenditure:						
Employees			6 269			-6,3%

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
	3 587	4 662		5 719	5 378	
Contracted services and materials	1 870	1 843	5 062	5 773	4 234	-36,3%
Other	248	281	330	334	289	-15,3%
Total Operational Expenditure	**5 705**	**6 786**	**11 661**	**11 826**	**9 902**	**-19,4%**
Net Operational (Service) Expenditure	**(5 683)**	**(6 741)**	**(11 616)**	**(11 781)**	**(9 881)**	**-19,2%**
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 261: FINANCIAL PERFORMANCE: ENVIRONMENTAL PROTECTION

5.2.12 Security and safety

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	40,605	33,419	47,393	50,430	32,801	-53.7%
Expenditure:						
Employees	39,047	48,624	54,189	59,988	58,391	-2.7%
Contracted services and materials	15,723	16,575	17,985	18,928	14,718	-28.6%
Other	18,516	15,485	26,990	28,891	13,973	-106.8%
Total Operational Expenditure	**73,286**	**80,684**	**99,164**	**107,807**	**87,082**	**-23.8%**
Net Operational (Service) Expenditure	**(32,681)**	**(47,264)**	**(51,771)**	**(57,377)**	**(54,281)**	**-5.7%**
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 262: FINANCIAL PERFORMANCE: SECURITY AND SAFETY

5.2.13 Sport and Recreation

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	8,218	8,580	24,825	24,825	18,801	-32.0%
Expenditure:						
Employees	11,983	13,787	35,396	35,247	33,474	-5.3%

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Contracted services and materials	5,556	5,843	14,199	15,353	8,893	-72.6%
Other	768	813	2,218	2,354	1,921	-22.5%
Total Operational Expenditure	**18,307**	**20,443**	**51,814**	**52,954**	**44,289**	**-19.6%**
Net Operational (Service) Expenditure	**(10,089)**	**(11,863)**	**(26,989)**	**(28,128)**	**(25,488)**	**-10.4%**

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 263: FINANCIAL PERFORMANCE: SPORT AND RECREATION

5.2.14 Corporate Policy Offices & Other

Description	2017/18	2018/19	2019/20			
	R'000					
	Actual	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	114,915	93,342	74,750	94,552	105,806	10.6%
Expenditure:						
Employees	85,715	137,564	144,338	140,195	125,913	-11.3%
Contracted services and materials	32,804	35,709	31,155	31,093	22,713	-36.9%
Other	62,673	56,923	70,143	80,136	65,986	-21.4%
Total Operational Expenditure	**181,192**	**230,196**	**245,637**	**251,425**	**214,612**	**-17.2%**
Net Operational (Service) Expenditure	**(66,277)**	**(136,855)**	**(170,887)**	**(156,873)**	**(108,806)**	**-44.2%**

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 264: FINANCIAL PERFORMANCE: CORPORATE POLICY OFFICES & OTHER

5.3 GRANTS

5.3.1 Grant Performance

The municipality had a total amount of R37 million for infrastructure and other capital projects available that was received in the form of grants from the National and Provincial Governments during the 2019/20 financial year. The performance in the spending of these grants is summarised as follows:

Grant Performance
R' 000

Description	2017/18	2018/19	2019/20			2019/20 Variance	
	Actual	Actual	Budget	Adjustments Budget	Actual	Original Budget (%)	Adjustments Budget (%)
-							
Capital Transfers and Grants							
National Government:	**21,786**	**30,445**	**39,010**	**39,077**	**31,595**	-23.5%	-23.7%
Financial Management Grant	–	–	–	–	–		
Municipal Systems Improvement	–	–		67	67		
Municipal Infrastructure Grant	17,786	26,183	32,010	32,010	24,528	-30.5%	-30.5%
Regional Bulk Infrastructure Grant	–	–	–	–	–		
Integrated National Electrification Program	4,000	4,262	7,000	7,000	7,000	0.0%	0.0%
Neighbourhood Development Partnership Grant	–	–	–	–	–		
Provincial Government:	**8,282**	**1,507**	**31,184**	**7,206**	**5,797**	-438.0%	-24.3%
Library subsidies	1,141	1,117	–	–	–	0.0%	0.0%
Housing	-	-	26,439	–	–	0.0%	0.0%
Establishment &Support of a K9 Unit	–	–	2,903	3,863	3,204	100.0%	100.0%
Development of Sport & Recreation Facilities	1,171	–	–	–	–	0.0%	0.0%
Fire Sevices Capacity Grant	2,000	–	–	–	–	0.0%	0.0%
Public Transport Non Motorised Infrastructure	3,610	390	–	1,500	750	100.0%	-100.0%
Municipal Service Delivery and Capacity Building Grant	360	–		–	–	0.0%	0.0%
Financial Management Support Grant	–	–	1,843	1,843	1,843		
Total Capital Transfers and Grants	**30,068**	**31,952**	**70,194**	**46,283**	**37,392**	**-87.7%**	**-23.8%**
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.							

TABLE 265: GRANT PERFORMANCE FOR 2019/20

5.3.2 Conditional Grants (Excluding MIG)

Conditional Grants: excluding MIG -2019/20						
R' 000						
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjustments 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
Integrated National Electrification	7 000	7 000	7 000	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	2 635	2 635	2 635	0,0%	0,0%	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	7 287	7 287	7 287	0,0%	0,0%	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		148	18	100,0%	-87,9%	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	52 276	776		-100,0%	-100,0%	To provide funding for the creation of sustainable human settlements
Main Road subsidy	126	126	126	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	36	36	36	-0,7%	0,0%	To provide financial assistance to municipalities in support of capacity building for the future by means of a graduate intership programme

Conditional Grants: excluding MIG -2019/20						
R' 000						
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjustments Budget	
Public Transport Non-Motorised Infrastructure		1 500	750	100,0%	-50,0%	To assist with the provision of public transport facilities in rural communities
Municipal Service Delivery and Capacity Building Grant	144	138	138	-4,1%	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
Resourcing Funding for Establishment &Support of a K9 Unit	5 800	5 800	3 870	-33,3%	-33,3%	To provide resource funding for the establishment and support of a K9 unit.
Thusong Service Centre	100	100	68	-32,0%	-32,0%	To provide financial assistance to municipalities, ensuring the financial sustainability of the Thusong Service Centres.
Financial Management Capacity Building Grant	980	740		-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
Western Cape Financial Management Support Grant	560	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.
Disaster Management Grant	5 000	5 000	5 000	0,0%	-100,0%	
Local Govt Support Grant		650	650	0,0%	-100,0%	
Municipal Disaster Relief Grant		179	179	0,0%	-100,0%	
Total	**83 494**	**33 945**	**29 308**	**-64,9%**	**-13,7%**	
** 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 266: CONDITIONAL GRANT (EXCL. MIG)

Total conditional grants for the 2019/20 financial year was R29.30 million (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 2019/20 financial year was R16.44m (excluding equitable share) and the total conditional capital grants for the 2019/20 financial year was R12.86m (excluding MIG grant).

The operational transfers and grants finance the operational expenditure portion of the conditions attached to each relevant grants.

Total conditional grants variance between the original budget and actual was -64.90%. Total conditional grants variance between the amended budget and actual was -13.70%. This was due to two factors, namely:

Variances are due to projects not completed by 30 June 2020 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 2017/18**	**Actual Grant 2018/19**	**Actual Grant 2019/20**	**2019/20 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	1	–	–	N/A	N/A	Recreational purposes
Samras Usergroup	–	–	–	–	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	–	–	–	–	N/A	N/A	Sporting development
DWA ACIP	–	–	–	–	N/A	N/A	To complete the required projects for the proposed Overstrand Water Conservation Demand Management.
Public contributions: non-cash	4 263	25 814	3 565	–	N/A	N/A	Various contributions from the public, eg. Fire truck, building, land, container etc.
Public contributions: cash	461	621	–	–	N/A	N/A	Monetary contribution in lieu of LGSETA

Grants Received From Sources Other Than Division of Revenue Act (DoRA)							
	R'000						
Details of Donor	**Actual Grant 2017/18**	**Actual Grant 2018/19**	**Actual Grant 2019/20**	**2019/20 Municipal Contribution**	**Date Grant terminates**	**Date Municipal contribution terminates**	**Nature and benefit from the grant received, include description of any contributions in kind**
Government contributions: non-cash	–	–	–	–	N/A	N/A	Land transferred to municipality
Arbor City Award	–	250	–	–	N/A	N/A	Prize Money received
Nature Conservation Board	–	–	165	–	N/A	N/A	
DBSA CAPITAL GRANT	–	–	19 900	–	N/A	N/A	Capital Grant from DBSA For Infrastructure Investment Program
Provide a comprehensive response to this schedule							

TABLE 267: GRANTS RECEIVED FROM SOURCES OTHER THAN DORA

The total amount of grants received from other sources during the 2019/20 financial year was R23.6 million.

The benefits and conditions from conditional grants and grants received from other sources can be seen in the relevant tables above.

5.3.4 Level of Reliance on Grants & Subsidies

Financial year	Total grants and Subsidies received	Total Operating Revenue	Percentage
	R'000	R'000	%
2017/18	180 669	1 068 978	**16,9%**
2018/19	138 258	1 156 424	**12,0%**
2019/20	160 532	1 290 276	**12,4%**

TABLE 268: RELIANCE ON GRANTS

The following graph indicates the municipality's reliance on grants as percentage for the last three financial years

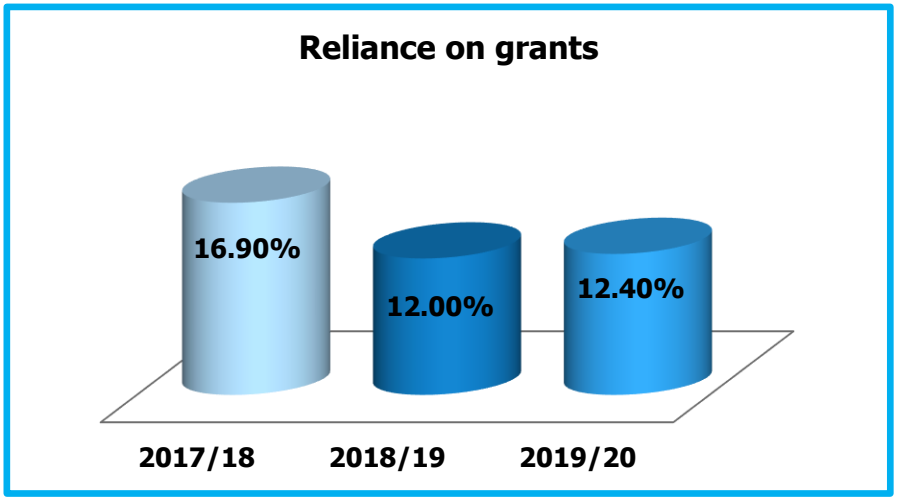


FIGURE 31: RELIANCE ON GRANTS

Total amount of conditional grants received during the 2019/20 financial year was R136 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

Treatment of the three largest assets- 2019/20				
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			
	2016/17	**2017/18**	**2018/19**	**2019/20**
Asset Value	82 445 522	87 059 941	87 059 941	67 411 720
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 269: 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			
	2016/17	**2017/18**	**2018/19**	**2019/20**
Asset Value	46 694 370	73 291 994	74 537 156	38 219 215
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 270: 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			
	2016/17	**2017/18**	**2018/19**	**2019/20**
Asset Value	32 878 614	32 878 614	34 831 342	25 480 060
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 269: 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	2017/18 R'000	2018/19 R'000	2019/20 R'000
Total Operating Expenditure	993 453	1 108 536	1 189 200
Repairs and Maintenance	160 036	215 024	188 517
% of total OPEX	**16,1%**	**19,4%**	**15,9%**

TABLE 270: 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

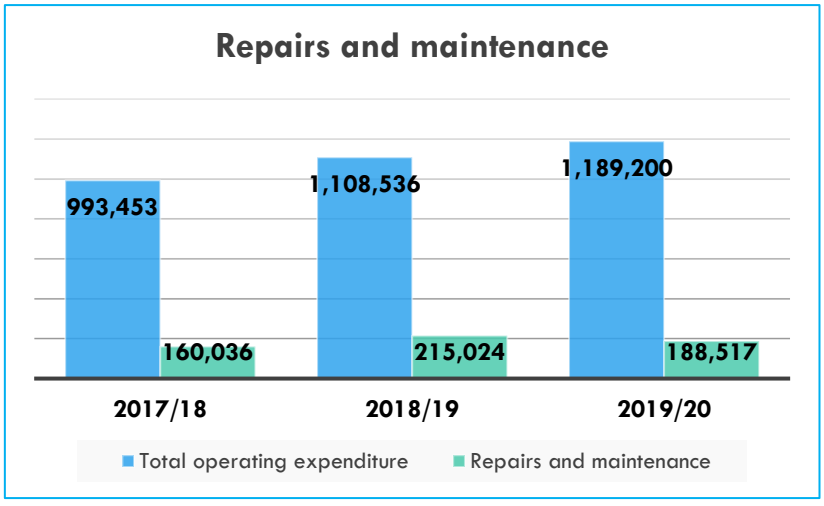


FIGURE 32: REPAIRS & MAINTENANCE VS OPERATIONAL EXPENDITURE

The percentage of repairs and maintenance over the total operating expenditure for the 2019/20 financial year was 15.9% (2018/19: 19.4%). 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

Description	Basis of calculation	2017/18	2018/19	2019/20
		Audit outcome	Audit outcome	Audit outcome
Current Ratio	Current assets/current liabilities	2,91	3,10	2,75
Current Ratio adjusted for aged debtors	Current assets less debtors > 90 days/current liabilities	2,68	2,93	2,59
Liquidity Ratio	Cash and equivalents/Trade creditors and short term borrowings	4,84	5,22	5,11

TABLE 271: LIQUIDITY FINANCIAL RATIO

Financial year	Net current assets	Net current liabilities	Ratio
	R'000	R'000	
2017/18	641 418	220 580	2.91:1
2018/19	684,399	220,717	3.10:1
2019/20	810,946	294,940	2.75:1

TABLE 272: LIQUIDITY FINANCIAL RATIO

5.5.2 IDP Regulation Financial Viability Indicators

Description	Basis of calculation	2017/18	2018/19	2019/20
		Audit outcome	Audit outcome	Audit outcome
Cost Coverage	(Available cash + Investments)/monthly fixed operational expenditure	5,12	6,67	7,62
Total Outstanding Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	10,55%	10,07%	12,33%
Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	19,79	23,38	25,06

TABLE 273: FINANCIAL VIABILITY NATIONAL KPA'S

5.5.3 Creditors Management

Description	Basis of calculation	2017/18 Audit outcome	2018/19 Audit outcome	2019/20 Audit outcome
Creditors System Efficiency	% of Creditors Paid Within Terms (within `MFMA' s 65(e))	100%	100%	100%

TABLE 274: CREDITORS MANAGEMENT

5.5.4 Borrowing Management

Description	Basis of calculation	2017/18 Audit outcome	2018/19 Audit outcome	2019/20 Audit outcome
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	7,3%	7,1%	7,3%

TABLE 275: BORROWING MANAGEMENT

5.5.5 Employee costs

Description	Basis of calculation	2017/18 Audited outcome	2018/19 Audited outcome	2019/20 Audit outcome
Employee costs	Employee costs/(Total Revenue - capital revenue)	27,8%	31,8%	29,6%

TABLE 276: EMPLOYEE COSTS

Overstrand Municipality is still functioning inside the acceptable liquidity norm. The Municipality has a positive liquidity ratio. It decreased from 5.22 to 5.11. The Municipality has a positive current ratio. It decreased from 3.10 to 2.75. 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 99.50%. The cost coverage increased from 6.67 to 7.62. The total outstanding service debtors to revenue increased from 10.07% to 12.33%. The debt coverage increased from 23.38 to 25.06. The capital charges to operating expenditure increased from 7.1% to 7.3%. The employee cost over total operating revenue decreased from 31.8% to 29.6%. The repairs and maintenance over total operating expenditure decreased from 19.4% to 15.9%. 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	261,677	275,800	211,056	-24.0%	-30.7%
Operating Expenditure	1,249,963	1,306,768	1,189,336	-5.1%	-9.9%
Total expenditure	**1,249,963**	**1,306,768**	**1,189,201**	-5.1%	-9.9%
Water and sanitation	189,371	189,961	191,384	1.1%	0.7%
Electricity	363,841	371,941	366,823	0.8%	-1.4%
Housing	33,424	63,048	29,490	-13.3%	-113.8%
Roads, Pavements, Bridges and storm water	120,250	123,426	119,198	-0.9%	-3.5%
Other	543,078	558,393	482,305	-12.6%	-15.7%
External Loans	90,501	69,425	50,476	-79.3%	-37.5%
Internal contributions	100,981	77,751	39,358	-156.6%	-97.5%
Grants and subsidies	70,194	127,365	118,851	40.9%	-7.2%
Other	–	1,259	2,371	100.0%	46.9%
External Loans	74,300	54,000	54,000	-37.6%	0.0%
Grants and subsidies	222,377	175,456	164,262	-35.4%	-6.8%
Investments Redeemed	–	–	–	0.0%	0.0%
Statutory Receipts (including VAT)	81,634	81,634	98,838	17.4%	17.4%
Other Receipts	27,023	27,023	47,364	42.9%	42.9%
Salaries, wages and allowances	399,804	400,310	382,527	-4.5%	-4.6%
Cash in bank	444,120	573,726	653,813	32.1%	12.2%
Capital payments	261,677	275,800	211,056	-24.0%	-30.7%
Investments made	57,885	46,885	46,515	-24.4%	-0.8%
External loans repaid	38,709	38,709	39,725	2.6%	2.6%

R'000	Original Budget	Adjustment Budget	Actual	Original Budget variance	Adjusted Budget Variance
Statutory Payments (including VAT)	67,480	67,480	82,500	18.2%	18.2%
Other payments	27,727	5,975	52,389	47.1%	88.6%
R million	Original Budget	Adjustment Budget	Actual	Original Budget variance	Adjusted Budget Variance
Property rates	242,150	202,050	240,914	-0.5%	16.1%
Service charges	679,330	690,950	699,549	2.9%	1.2%
Other own revenue	322,231	446,778	390,934	17.6%	-14.3%
Employee related costs	399,804	400,310	382,527	-4.5%	-4.6%
Provision for working capital			–	0.0%	0.0%
Materials	63,675	47,142	42,445	-50.0%	-11.1%
Bulk purchases	275,845	282,845	278,485	0.9%	-1.6%
Other expenditure	510,605	576,436	485,879	-5.1%	-18.6%
Service charges: Electricity	398,868	406,868	378,693	-5.3%	-7.4%
Grants & subsidies: Electricity	38,588	39,472	39,686	2.8%	0.5%
Other revenue: Electricity	700	5,700	4,900	85.7%	-16.3%
Employee related costs: Electricity	25,127	25,127	24,538	-2.4%	-2.4%
Provision for working capital: Electricity	–	–	–	0.0%	0.0%
Repairs and maintenance: Electricity	8,904	12,997	11,273	21.0%	-15.3%
Bulk purchases: Electricity	275,845	282,845	278,485	0.9%	-1.6%
Other expenditure: Electricity	53,965	50,971	52,528	-2.7%	3.0%
Service charges: Water	127,320	133,820	129,858	2.0%	-3.1%
Grants & subsidies: Water	20,748	20,748	19,458	0.0%	0.0%
Other revenue: Water	335	335	623	46.2%	46.2%
Employee related costs: Water	10,868	10,868	11,866	8.4%	8.4%
Provision for working capital: Water	–	–	–	0.0%	0.0%

R'000	Original Budget	Adjustment Budget	Actual	Original Budget variance	Adjusted Budget Variance
Repairs and maintenance: Water	51,812	50,218	47,387	-9.3%	-6.0%
Bulk purchases: Water	–	–	–	0.0%	0.0%
Other expenditure: Water	54,304	52,511	53,646	-1.2%	2.1%

TABLE 277: ANALYSIS OF CAPITAL AND OPERATING EXPENDITURE

5.7 Sources of Finance

Capital Expenditure - Funding Sources								
R' 000								
Details		2017/18	2018/19	2019/20				
		Actual	Actual	Original Budget (OB)	Adjustment Budget	Actual	Adjustment to OB Variance (%)	Actual to OB Variance (%)
Source of finance								
	External loans	19,199	36,495	90,501	68,525	50,476	-79.29%	-35.76%
	Public contributions and donations	4,250	25,546	–	1,259	2,371	100.00%	46.90%
	Grants and subsidies	64,263	66,060	70,194	127,365	118,851	40.94%	-7.16%
	Other	17,543	44,675	100,981	78,651	39,358	-156.57%	-99.84%
Total		**105,255**	**172,777**	**261,677**	**275,800**	**211,056**	**-23.98%**	**-30.68%**
Percentage of finance								
	External loans	18.2%	21.12%	34.6%	24.8%	23.92%	-44.6%	-3.9%
	Public contributions and donations	4.0%	14.79%	0.0%	0.5%	1.12%	100.0%	59.4%
	Grants and subsidies	61.1%	38.23%	26.8%	46.2%	56.31%	52.4%	18.0%
	Other	16.7%	25.86%	38.6%	28.5%	18.65%	-106.9%	-52.9%
Capital expenditure								
	Water and sanitation	13,847	47,233	84,346	60,222	49,442	-70.59%	-21.80%
	Electricity	16,268	28,893	34,124	29,226	21,428	-59.25%	-36.39%
	Housing	34,180	34,276	26,439	84,373	80,203	67.04%	-5.20%
	Roads and storm water	22,958	19,308	48,511	39,661	20,324	-138.69%	-95.14%
	Other	18,002	43,067	68,257	62,317	39,659	-72.11%	-57.13%
Total		**105,255**	**172,777**	**261,677**	**275,800**	**211,056**	**-23.98%**	**-30.68%**
Percentage of expenditure								

Capital Expenditure - Funding Sources								
R' 000								
Details		2017/18	2018/19	2019/20				
		Actual	Actual	Original Budget (OB)	Adjustment Budget	Actual	Adjustment to OB Variance (%)	Actual to OB Variance (%)
	Water and sanitation	13.2%	27.34%	32.2%	21.8%	23.43%	-37.6%	6.8%
	Electricity	15.5%	16.72%	13.0%	10.6%	10.15%	-28.4%	-4.4%
	Housing	32.5%	19.84%	10.1%	30.6%	38.00%	73.4%	19.5%
	Roads and storm water	21.8%	11.18%	18.5%	14.4%	9.63%	-92.5%	-49.3%
	Other	17.1%	24.93%	26.1%	22.6%	18.79%	-38.8%	-20.2%

TABLE 278: CAPITAL EXPENDITURE BY FUNDING SOURCE

The Public Contribution variance is as a result of assets received in-kind and recognised at year end.

5.8 Capital spending on 5 largest projects

The table below indicates the capital expenditure by funding source for the 2019/20 financial year:

Capital Expenditure of 5 largest projects*					
R'					
Name of Project	2019/20			Variance 2019/20	
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance (%)	Adjustment variance (%)
A - LOW COST HOUSING SERVICE: CONSTRUCTION CONTRACTS & LAND	26 438 832	79 723 363	80 100 737	67%	0%
B -UPGRADE HAWSTON SPORT COMPLEX	15 577 530	15 577 530	8 758 350	-78%	-78%
C - UPGRADE HERMANUS WELL FIELDS PHASE 1	4 000 000	12 306 300	7 855 474	49%	-57%
D- WATER MASTER PLAN IMPLEMENTATION	16 286 360	7 983 360	9 058 418	-80%	12%
E- NEW 4ML RESERVOIR	7 098 256	7 098 256	4 798 256	-48%	-48%

TABLE 279: CAPITAL EXPENDITURE ON THE 5 LARGEST PROJECTS

Name of Project - A	A- LOW COST HOUSING SERVICE: CONSTRUCTION CONTRACTS & LAND
Objective of Project	Installation of civil infrastructure and construction of housing units ito different housing programmes
Delays	None
Future Challenges	Availability of funding
Anticipated citizen benefits	Improved housing opportunities for Overstrand Citizens

TABLE 280: SUMMARY OF LOW COST HOUSING SERVICE

Name of Project - B	**B--UPGRADE HAWSTON SPORT COMPLEX**
Objective of Project	Upgrading of existing sport facilities
Delays	Settling of appeal lodged by one of the tenderers delayed start of project. National lockdown period due to the Coronavirus pandemic delayed construction
Future Challenges	n/a
Anticipated citizen benefits	Promotion &develoment of Sport & Recreation, community cohesion, skills deveopment, social upliftment

TABLE 281: SUMMARY OF UPGRADE HAWSTON SPORT COMPLEX

Name of Project - C	**C-UPGRADE HERMANUS WELL FIELDS PHASE 1**
Objective of Project	Drilling and equipping of 2 new production boreholes in Hermanus and integrating it with the water supply system.
Delays	The Covid-19 lockdown period caused a delay of 2 months in construction.
Future Challenges	The extremely high iron and manganese concentrations in the raw water require additions to the treatment processess, for which a separate tender process still has to be followed.
Anticipated citizen benefits	Increased bulk water supply capacity to the entire Greater Hermanus area.

TABLE 282: SUMMARY OF UPGRADE HERMANUS WELL FIELDS PHASE 1

Name of Project - D	**D-WATER MASTER PLAN IMPLEMENTATION**
Objective of Project	Replacement and upgrading of aging water network infrastructure.
Delays	Due to poor execution by the appointed contractor, the contract had to be terminated before completion, and a new tender process has to be followed, causing significant delays in construction.
Future Challenges	New tender process to appoint a new contractor for continuation of the project.
Anticipated citizen benefits	Decrease in number of pipe bursts, water supply interruptions, and water losses.

TABLE 283: SUMMARY OF WATER MASTER PLAN IMPLEMENTATION

Name of Project - E	**E-NEW 4ML RESERVOIR**
Objective of Project	Construction of new 4ML reservoir to provide storage capacity & service new housing developments
Delays	Settling of appeal lodged by one of the tenderers delayed start of project. National lockdown period due to the Coronavirus pandemic delayed construction
Future Challenges	n/a
Anticipated citizen benefits	Improved bulk water supply to new housing developments

TABLE 284: SUMMARY OF NEW 4ML RESERVOIR

The variance between the original and adjustment budgets on these projects amount to -22% and -16% 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 2019/20				
Households (HHs)				
	*Service level above minimum standard		**Service level below minimum standard	
	No. HHs	% HHs	No. HHs	% HHs
Water	33 621	100%	0	0%
Sanitation	33 735	100%	0	0%
Electricity	25 677	100%	0	0%
Waste management	33 366	100%	0	0%
Housing	31 710	90%	3675	0%
*% HHs are the service above/below minimum standard as a proportion of total HHs. 'Housing' refers to * formal and ** informal settlements.*				

TABLE 285: 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 2019/ 20 – 2021/22													
					2019/20 BUDGET			2020/21 BUDGET			2021/22 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**
		SPORT & RECREATION			**2 277 530**	**13 300 000**	**15 577 530**	**600 000**	**2 021 000**	**20621 000**			
Hawston	Ward 08	UPGRADE HAWSTON SPORT COMPLEX	D Hendriks	MIG	2 277 530	13 300 000	15 577 530	600 000	2 021 000	2 621 000			
		ROADS				**6 175 774**	**6 175 744**					**3 570 518**	**3 570 518**
Blompark	Ward 02	REHABILITATE ROADS - BLOMPARK	D Hendriks	MIG		1 462 613	1 462 613						
Stanford	Ward 11	REHABILITATE ROADS - STANFORD	D Hendriks	MIG		4 713 161	4 713 161						
Blompark	Ward 02	BLOMPARK HOUSING PROJECT BUS ROUTE	D Hendriks	MIG								3 570 518	3 570 518
		WATER				**7 098 256**	**7 098 256**	**2 000 000**	**5 581 744**	**7 581 744**		**11 415 738**	
Masakhane	Ward 1 & 2	NEW 4ML RESERVOIR	D Hendriks	MIG		7 098 256	7 098 256	2 000 000	5 581 744	7 581 744			
Masakhane	Ward 01	UPGRADE WATER LINES	D.Hendriks	MIG								5 200 000	5 200 000
Masakhane	Ward 01	NEW BOOSTER PUMPSTATION & VALVES	H Blignaut	MIG								2 732 000	2 732 000
Stanford	Ward 11	UPGRADE BULK WATER	H Blignaut	MIG								3 483 738	3 483 738
		SEWERAGE				**126 000**	**126 000**		**3 920 000**	**3 920 000**		**620 000**	**620 000**

MIG BUDGET 2019/ 20 – 2021/22													
					2019/20 BUDGET			2020/21 BUDGET			2021/22 BUDGET		
Blompark	Ward 02	PROVSION OF BULK SEWER SUPPLY	D Hendriks	MIG		126 000	126 000						
Masakhane	Ward 01	UPGRADE BULK SEWER (PUMPSTATION)	D Hendriks	MIG					3 920 000	3 920 000			
Stanford	Ward 11	UPGRADE BULK SEWER	D Hendriks	MIG								620 000	620 000
		STORMWATER				**5 309 970**	**5 309 970**		**10 364 256**	**10 364 256**		**7 863 744**	**7 863 744**
Blompark	Ward 02	BLOMPARK HOUSING PROJECT BULK STORMWATER	D Hendriks	MIG		5 309 970	5 309 970						
Masakhane	Ward 01	MASAKHANE HOUSING PROJECT BULK STORMWATER	D Hendriks	MIG					5 864 256	5 864 256		4 406 744	4 406 744
Stanford	Ward 11	STANFORD HOUSING PROJECT BULK STORMWATER	D Hendriks	MIG					4 500 000	4 500 000		3 457 000	3 457 000
		GRAND TOTAL			**2 277 530**	**32 010 000**	**34 287 530**	**2 600 000**	**21 887 000**	**24 487 000**		**23 470 000**	**23 470 000**

Table 286: 2019/20 – 2021/22 MIG Budget

The table details the MIG expenditure for the 2019/20 financial year:

Municipal Infrastructure Grant (MIG)* Expenditure 2019/20 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	**11 485 744**	**11 485 744**	**11 485 744**	**0%**	**0%**	
Roads, Pavements & Bridges	4 000 000	6 175 774	6 175 774	35%	0%	
Storm water	7 485 744	5 309 970	5 309 970	-41%	0%	
Infrastructure - Electricity	**-**	**-**	-			
Generation			-			
Transmission & Reticulation	-	-	-			
Street Lighting						
Infrastructure - Water	**7 098 256**	**7 098 256**	**4 798 256**	**-48%**	**-48%**	
Dams & Reservoirs	7 098 256	7 098 256	4 798 256	-48%	-48%	
Water purification						
Reticulation						
Infrastructure - Sanitation	**126 000**	**126 000**	**126 000**	**0%**	**0%**	
Reticulation	126 000	126 000	126 000	0%	0%	
Sewerage purification						
Infrastructure - Other	**-**	**-**	**-**	**0%**	**0%**	
Waste Management						
Transportation						
Gas						
Other Specify:	**13 300 000**	**13 300 000**	**8 117 767**	**-64%**	**-64%**	
Hawston Sport Complex	13 300 000	13 300 000	8 117 767	-64%	-64%	
Extension of Thusong Centre						
Total	**32 010 000**	**32 010 000**	**24 527 767**	**-31%**	**-31%**	
** 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 287: MUNICIPAL INFRASTRUCTURE GRANT (MIG) SPENDING, 2019/20

The MIG allocation for 2019/20 was spent on the following projects:

Rehabilitation of Roads in Stanford (Phase 2) - R 4 713 161

The existing asphalt roads in Stanford low cost housing area were in poor condition due to insufficient and / or silted up drainage structures. The roads were not built according to the minimum width and standards and some of the roads were only 3.5m wide. The roads have deteriorated over the years and have exceeded its life span. The upgrading of the roads will be implemented in phases. Phase 1 was completed during 2018/2019 financial year. The tender for phase 2 was advertised 05 July 2019 and was awarded to Zyfcon (Ptd) Ltd on 22 November 2019. Phase 2 entailed the rehabilitation of Blombos, Compacta, Melkhout, Mundil, Tolbos and Repens street. The construction commenced on 03 February 2020 and the practical completion date was 30 June 2020. The total project cost for phase 2 was R 4 713 161.00 excl. VAT.







Stanford roads rehabilitation – Phase 2

Rehabilitation of Roads in Blompark (Phase 2) - R 1 462 613

The roads in Blompark were built without kerbs and channels which caused severe degradation of the existing asphalt surfacing and edge breaks occurred due to the lack of kerbing. The verges between property boundaries and the roads' edges are un-surfaced and not formalised. The existing grid inlets & catch pits have insufficient capacity, which causes storm water to accumulate in certain areas. Regular blockages occured due to inlet structures that were not constructed properly. The rehabilitation of the

roads & storm water infrastructure were implemented in phases. Phase 1 entailed the rehabilitation of Roos, Madeliefie, Magnolia streets and the installation of storm water infrastructure in Roos- and Magnolia street and was completed 2018/2019 financial year. Phase 2 entailed the upgrading of Gousblom street. The tender for phase 2 was advertised 05 July 2019 and was awarded to Zyfcon (Ptd) Ltd on 22 November 2019. The construction commenced on 03 February 2020 and the practical completion was 30 June 2020. The total project cost for phase 2 was R 1 462 613 excl. VAT.







Upgrading of Hawston Sport Grounds

Overstrand Municipality compiled a masterplan for the upgrading of the existing Hawston sport grounds. The masterplan will be implemented in phases as per MIG funding application approvals.

Phase 1- Hawston New Netball and Tennis courts- R 3 300 000.00

Phase 1 entailed the construction of 8 new netball/tennis combination courts. The existing netball & tennis courts were in a poor condition, the surfaces were damaged and uneven. The existing netball courts were not suitable for league matches and were used for practices only. The existing tennis courts were not of standard size, there were no nets and the courts were therefore not utilised. The existing courts were located far from the ablution facilities and there was were no cloakrooms available for the netball/tennis teams. The netball and tennis courts were relocated and combined to ensure more effective use of the facilities. The tender for the construction of the new courts was advertised 18 January 2019 and was awarded on 17 May 2019 to Cape Asphalt CC. Construction commenced during 2018/2019 financial year on 11 June 2019. The practical completion date for 4 of the 8 courts were 27 February 2020. On 23 March 2020 the President of the Republic of South Africa announced an

initial 21 Day lockdown period, due to the coronavirus pandemic. The construction works were suspended from 27 March 2020 and the contractor resumed with construction on 18 May 2020. The practical completion date for the remaining 4 courts was 29 June 2020. The total project cost amounted to R 4 640 762.





Phase 1 completed- Hawston new netball and tennis courts

Phase 2 - Hawston Upgrade Sport Grounds - R 10 000 000.00

The Department of Sport South Africa (SRSA) provided R 10 million ring-fenced funding as a once-off grant towards the upgrading of the Hawston Sport grounds. The tender for the upgrading of the Hawston Sport grounds was advertised on 04 October 2019 and was awarded to AmandlaGCF Construction on 13 December 2019. Construction activities could only start during February 2020 due to an appeal that was received from one of the other tenderers.

The project entails the:

- Construction of Netball/Tennis cloakrooms & ablution facilities
- Construction of Cricket Oval & three pitches
- Converting the existing soccer practice field to a rugby field.
- Construction of a new grass soccer field
- Construction grass athletic track - The athletics track will be constructed up until bulk earthworks level and be grassed in the interim until funding becomes available for the proposed artificial athletics track.
- Installation of automated irrigation systems, demarcation of the fields, scoreboards, goals posts and subsoil drainage.

The construction works were suspended from 27 March 2020 and the contractor resumed with construction activities during May 2020, due to the national lockdown period as announced by the President. This delayed the completion of the project and resulted in under-expenditure of R 5 182 233.

The application for the roll-over of the unspent funds will be submitted to National Treasury by the end of August 2020.



Phase 2 under construction- Hawston Upgrade Sport Grounds

New 4ML Reservoir Masakhane – R 7 098 256.00

The new housing developments in Blompark, Beverley Hills and Masakhane required the construction of an additional 4ML reservoir, as the existing 3.25ML reservoir in Masakhane, Gansbaai does not have spare capacity to serve the proposed developments.

The tender for the construction of the reservoir was advertised on 04 October 2019 and was awarded to Khubeka Construction on 12 December 2019. Construction activities could only start during February 2020 due to an appeal that was received from one of the other tenderers. The anticipated completion date is 21 January 2021.

The project entails the construction of a 4ML reservoir, the associated chambers, fittings, bulk meter and connection to the existing bulk water pipeline.

The construction works were suspended from 27 March 2020 and the contractor resumed with construction activities during May 2020, due to the national lockdown period as announced by the President. This delayed the construction programme and resulted in under-expenditure of R

2 300 000.00. The application for the roll-over of the unspent funds will be submitted to National Treasury by the end of August 2020.

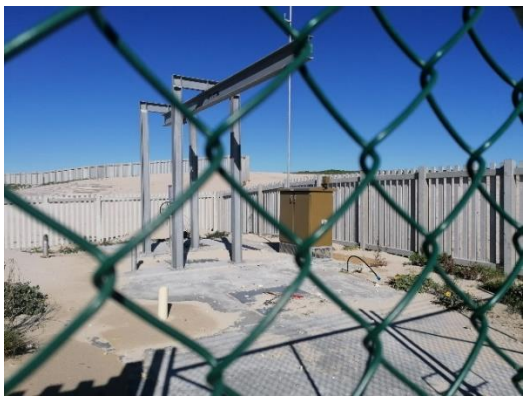




NEW 4ML RESERVOIR UNDER CONSTRUCTION

Provision of Bulk Sewer Supply Blompark & Beverley Housing- R 126 000.00

The project entailed the construction of a sewer pump station and the associated mechanical and electrical works for the Blompark & Beverley Hills low cost housing development. The majority of the work was completed in the 2018/2019 financial year and the final snags were completed on 11 December 2019. The total project cost was R3 261 000.00 and the expenditure for this financial year was R 126 000.00.

Bulk sewer supply Blompark and Beverley Hills Housing (Pump station) – Completed

Upgrade Bulk Storm water Blompark & Beverly Hills Housing Phase 2- R5 309 970.00

Gibb Consulting Engineers compiled a Local Stormwater Management Plan to determine the storm water impacts and the storm water upgrade requirements for the Blompark & Beverley low cost housing development.

There is no formalized storm water drainage system to serve the proposed development. All the storm water drains towards a naturally occurring trapped low point located towards the south of the proposed development. The bulk storm water upgrades are required to ensure that the post development peak flows are reduced to accommodate the 1:50 year major storm events. The project was implemented in phases. Phase 1 was implemented in 2018/2019 financial year and entailed the installation of bulk stormwater pipes, construction of 987 m² Armour flex lined storm water channel and associated stormwater structures.

The tender for phase 2 was advertised 21 June 2019 and was awarded to Smart Civils Construction (Pty) Ltd on 20 September 2019. The contractor commenced with the construction on 04 October 2019 and the works was completed on 18 February 2020. Phase 2 entailed the construction of a 13 040 m³ stormwater retention pond, landscaping and fencing around the pond. The total project cost for phase 2 was R 5 309 970.00.



Upgrade bulk storm water Blompark and Beverley Hills Housing – Phase 2 -Pond

COMPONENT C: CASH FLOW MANAGEMENT AND INVESTMENTS

Cash flow management is critical to the municipality as it enables the organisation to assess whether enough cash is available at any point in time to cover the council's commitments. Cash flow is rigorously managed and monitored on a daily basis.

5.10 Cash Flow

Cash Flow Outcomes					
R'000					
Description	2017/18	2018/19	2019/20		
	Actual	Actual	Original Budget	Adjustments Budget	Actual
CASH FLOW FROM OPERATING ACTIVITIES					
Receipts					
Ratepayers and other	878,576	1,001,510	980,535	1,107,491	1,102,045
Government - operating	116,469	110,341	152,183	126,555	120,949
Government - capital	79,598	32,017	70,194	46,283	60,675
Interest	34,175	45,960	32,161	43,811	53,186
Dividends	–	–	–	–	–
Payments					
Suppliers and employees	(818,415)	(929,996)	(1,017,533)	(997,743)	(971,607)
Finance charges	(46,129)	(44,921)	(51,549)	(51,549)	(46,570)
Transfers and Grants	(1,800)	(486)	(500)	(500)	(560)
NET CASH FROM/(USED) OPERATING ACTIVITIES	**242,473**	**214,426**	**165,492**	**274,348**	**318,118**
CASH FLOWS FROM INVESTING ACTIVITIES					
Receipts					
Proceeds on disposal of PPE	81,451	(566)	–	–	3,289
Decrease (Increase) in non-current debtors	–	–	–	–	–
Decrease (increase) other non-current receivables	8	8	10	10	7
Decrease (increase) in non-current investments	(4,980)	(4,980)	(7,339)	3,661	(4,980)
Payments					
Capital assets	(105,255)	(172,777)	(261,677)	(275,800)	(211,056)
NET CASH FROM/(USED) INVESTING ACTIVITIES	**(28,775)**	**(178,314)**	**(269,006)**	**(272,129)**	**(212,740)**
CASH FLOWS FROM FINANCING ACTIVITIES					
Receipts					
Short term loans	–	–	–	–	–
Borrowing long term/refinancing	30,000	54,000	74,300	54,000	54,000

Cash Flow Outcomes					
R'000					
Description	2017/18	2018/19	2019/20		
	Actual	Actual	Original Budget	Adjustments Budget	Actual
Increase (decrease) in consumer deposits	1,423	1,558	23,028	23,028	972
Payments					
Repayment of borrowing	(29,969)	(33,448)	(38,709)	(38,709)	(39,725)
NET CASH FROM/(USED) FINANCING ACTIVITIES	**1,455**	**22,109**	**58,619**	**38,319**	**15,248**
NET INCREASE/ (DECREASE) IN CASH HELD	**215,153**	**58,220**	**(44,895)**	**40,539**	**120,626**
Cash/cash equivalents at the year begin:	**259,815**	**474,967**	**489,014**	**533,188**	**533,188**
Cash/cash equivalents at the year end:	**474,967**	**533,188**	**444,120**	**573,726**	**653,813**
Source: MBRR SA7					

TABLE 288: CASH FLOW

Variances between the amended budget and the actual outcome are as a result of savings on expenditure and the impact of COVID-19 on operations. 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
2017/18	23,382	36,172	17,099	732	9,346	86,731
2018/19	26,908	42,322	19,505	683	10,689	100,108
2019/20	32,707	57,322	25,945	866	12,125	128,965
Difference	5,799	15,000	6,439	183	1,436	28,857
% growth year on year	21.6%	35.4%	33.0%	26.7%	13.4%	28.8%
Note: Figures exclude provision for bad debt						

TABLE 289: GROSS OUTSTANDING DEBTORS PER SERVICE

The following graph indicates the total outstanding debt per type of service for 2019/20

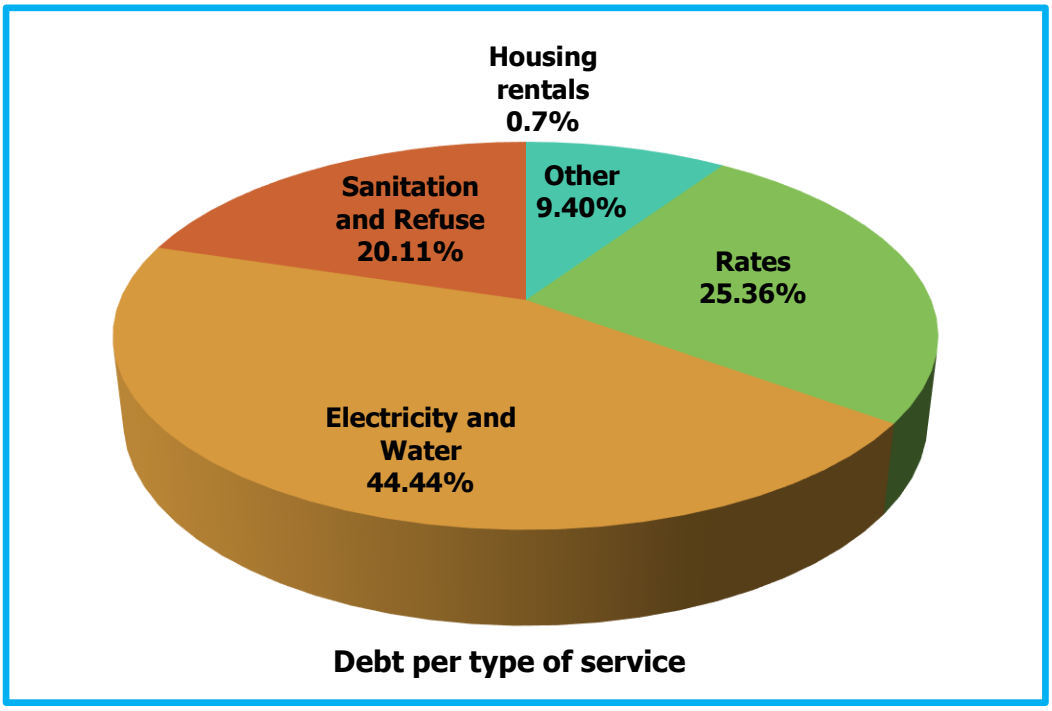


FIGURE 33: DEBT PER SERVICE TYPE

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
2017/18	55,701	1,419	961	26,819	84,900
2018/19	64,339	2,220	1,624	31,924	100,108
2019/20	75,121	7,276	3,518	43,051	128,965
Difference	10,782	5,055	1,893	11,127	28,857
% growth year on year	16.8%	227.7%	116.6%	34.9%	28.8%

TABLE 290: SERVICE DEBTOR AGE ANALYSIS

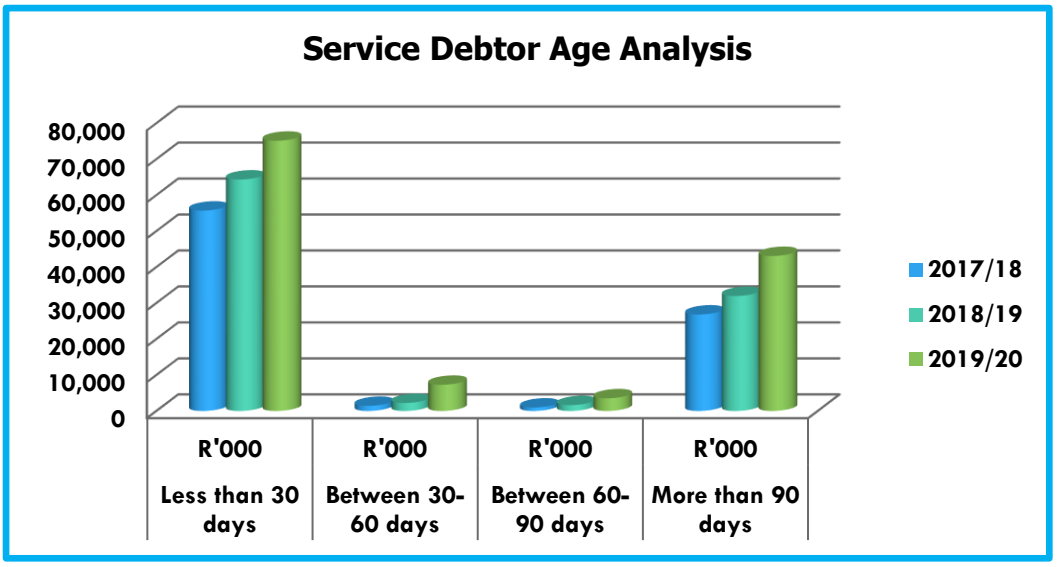


FIGURE 34: SERVICE DEBTORS AGE ANALYSIS FOR THE 2017/18, 2018/19 AND 2019/20 FINANCIAL YEARS

5.13 Borrowings and Investments

Infrastructure needs to be replaced and therefore borrowings for periods of 10-15 years are taken up to spread the burden over the minimum useful life of the assets.

5.13.1 Actual Borrowings

Actual Borrowings 2017/18 - 2019/20			
R' 000			
Instrument	**2017/18**	**2018/19**	**2019/20**
Municipality			
Long-Term Loans (annuity/reducing balance)	342 106	362 658	376 933
Long-Term Loans (non-annuity)	100 000	100 000	100 000
Local registered stock			
Instalment Credit			
Financial Leases			
PPP liabilities			
Finance Granted By Cap Equipment Supplier			
Marketable Bonds			
Non-Marketable Bonds			
Bankers Acceptances			
Financial derivatives			
Other Securities			
Municipality Total	**442 106**	**462 658**	**476 933**

TABLE 291: ACTUAL BORROWINGS

5.13.2 Municipal Investments

Actual Investments 2017/18 - 2019/20			
R' 000			
Investment* type	2017/18 Actual	2018/19 Actual	2019/20 Actual
Municipality			
Securities - National Government			
Listed Corporate Bonds			
Deposits - Bank	380 514	409 200	510 243
Deposits - Public Investment Commissioners			
Deposits - Corporation for Public Deposits			
Bankers Acceptance Certificates			
Negotiable Certificates of Deposit - Banks			
Guaranteed Endowment Policies (sinking)	44 595	50 524	46 515
Repurchase Agreements - Banks			
Municipal Bonds			
Investo Endowment Certificate			
Municipality Total	**425 109**	**459 723**	**556 758**
T5.10.4			

TABLE 292: MUNICIPAL INVESTMENTS

5.13.3 Declaration of Loans and Grants made by the Municipality

Declaration of Loans and Grants made by the municipality: 2019/20					
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		
			2019/20	2018/19	2020/21
Maatskaplike Dienste Hermanus	Grant-in-aid	None		25	–
Overstrand Association for People with Disabilities	Grant-in-aid	None	35	20	–
Ikamva	Grant-in-aid	None			–
Whale Coast Conservation	Grant-in-aid	None	30		–
Hermanus Botanical Society	Grant-in-aid	None	7	7	–
Kleimond Child Welfare	Grant-in-aid	None	50	20	–
Overstrand Hospice	Grant-in-aid	None		18	–
Hangklip Community Care Centre	Grant-in-aid	None			–
Recycle Swop Shop	Grant-in-aid	None	29	20	–

Declaration of Loans and Grants made by the municipality: 2019/20					
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		
			2019/20	2018/19	2020/21
Siyazama Service Centre for the Aged	Grant-in-aid	None			–
Overberg Wheelchair Association	Grant-in-aid	None		15	
Overstrand Arts	Grant-in-aid	None			
National Sea Rescue Institute	Grant-in-aid	None		30	
GCA	Grant-in-aid	None			
Badisa Herberg- aan- see	Grant-in-aid	None			
Hermanus Hacking Group	Grant-in-aid	None			
Camphill School	Grant-in-aid	None	30	18	–
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		20	
Camphill Farm Community	Grant-in-aid	None	50		–
Pearly Shell Service Centre	Grant-in-aid	None		16	
RDP Training Centre	Grant-in-aid	None			
Hermanus Night Shelter	Grant-in-aid	None		12	
Blommeland Day Care	Grant-in-aid	None			
Whale Coast 96 FM	Grant-in-aid	None			
Pearly Beach Conservancy	Grant-in-aid	None	30		–
Women Action Group	Grant-in-aid	None			
Stanford Conservation	Grant-in-aid	None	29	20	–
Dyer Island Conservation Trust	Grant-in-aid	None	50		–
Grootbos Green Futures Foundation	Grant-in-aid	None			
Enlighten Education Trust	Grant-in-aid	Management			
Cancer Association of SA	Grant-in-aid	None			
Sustainable Futures Trust	Grant-in-aid	None			
Child Welfare Hermanus	Grant-in-aid	None	40	30	–
Overberg Aquatic Club					
Franskraal Bowling Club			21	10	–
Hermanus, Stanford en Gansbaai Maatskaplike Dienste	Grant-in-aid	None			
Overstrand Child and Youth Care Centre					

Declaration of Loans and Grants made by the municipality: 2019/20					
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		
			2019/20	2018/19	2020/21
Social Services Hermanus					
Gansbaai day care for children	Grant-in-aid	None		–	
Mayor's Charity Fund			100	132	–
Hermanus Rainbow Trust				–	
Note: No Grant in Aid budget for 2020/21					

TABLE 293: 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.

5.15 Overview of Cost containment measures for 2019/20

The MFMA Municipal Cost Containment Regulations, 2019 (the Regulations) were published on 07 June 2019, with effective date 01 July 2019. Reports to council in the previous year addressed the administrative process in anticipation of the promulgation of the regulations. These considerations were based on MFMA Circular No. 82 Cost Containment Measures (Updated November 2016).

Subsequent to the regulations being gazetted, National Treasury issued MFMA Circular No 97 –Cost Containment Measures on 31 July 2019. This circular advises regarding proposed formats for reporting on budgets, expenditure and savings as addressed in the regulations.

Save for revised input pertaining to the consideration of Public Transport in Regulation 7(6)(b), included in changes as approved by council to the Overstrand Travel & Subsistence Policy in consideration of Public Transport, the bulk of the cost containment measures have been captured in various of our Budget related Council Policies. The before-mentioned been considered and updated with the annual

revision of policies. The Overstrand Cost Containment Policy was approved by Council on 27 May 2020 with effective date 1 July 2020.

Of importance to note is that the Budget Steering Committee gave effect to stringent cost containment restrictions over the past three years, in terms of the budget policy guidance, to advise Council in this regard.

Templates have furthermore been implemented as part of operating procedures, to guide decision making regarding use of consultants and feasibility considerations.

The administration gives further effect in implementing the regulations and this is being attended to on a continuous basis, applying the stipulations of Budget directives and Budget related policies.

CHAPTER 6

COMPONENT A: AUDITOR GENERAL OPINION 2018/19

6.1 Auditor General Report 2018/19

Auditor-General Report on Financial Performance 2018/19	
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 294: AG REPORT ON FINANCIAL PERFORMANCE 2018/19

Auditor-General Report on Service Delivery Performance: 2018/19	
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 295: AG REPORT ON SERVICE DELIVERY PERFORMANCE 2018/19

COMPONENT B: AUDITOR GENERAL OPINION 2019/20

6.2 Auditor General Report 2019/20

Auditor-General Report on Financial Performance 2019/20	
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 296: AG REPORT ON FINANCIAL PERFORMANCE 2019/20

Auditor-General Report on Service Delivery Performance: 2019/20	
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 297: AG REPORT ON SERVICE DELIVERY PERFORMANCE 2019/20

APPENDICES

Appendix A: Councillors, Committees Allocated and Council Attendance

Councillors, Committees Allocated and Council Attendance- 2019/20					
Council Members	**Full Time / Part Time**	**Committees Allocated**	***Ward and/ or Party Represented**	**Percentage Council Meetings Attendance**	**Percentage Apologies for non-attendance**
	FT / PT			%	%
A Coetsee	FT	Speaker	Ward 4 DA	100	-
D Coetzee	FT	Executive Mayor	Ward 11 DA	100	-
R de Coning	FT	Finance	Ward 2 DA	100	-
F Africa	FT	Protection Services	Proportional DA	100	-
D Botha	PT	Infrastructure & Planning	Ward 7 DA	92	100
K Brice	FT	Economic Development & Tourism	Ward 3 DA	100	-
G Cohen	FT	Community Services	Ward 9 DA	100	-
E Gillion	FT	Deputy Executive Mayor Infrastructure & Planning	Ward 8 DA	100	-
S Kalolo	PT	Economic Development & Tourism	Proportional ANC	85	100
J Orban	PT	Infrastructure & Planning	Ward 13 DA	92	100
A Komani	FT	Management Services	Proportional DA	100	-
F Krige	PT	Protection Services	Ward 10 DA	100	-
N Nqinata	PT	Management Services	Proportional ANC	100	-
V Macotha	PT	Protection Services	Ward 12 ANC	69	100
C May	PT	Community Services	Proportional DA	92	100
B Molefe	PT	Finance	Proportional EFF	92	100

Councillors, Committees Allocated and Council Attendance- 2019/20					
Council Members	**Full Time / Part Time**	**Committees Allocated**	***Ward and/ or Party Represented**	**Percentage Council Meetings Attendance**	**Percentage Apologies for non-attendance**
	FT / PT			%	%
X Msweli	PT	Finance	Ward 1 ANC	100	-
L Ntsabo	PT	Finance	Proportional DA	92	100
R Nutt	PT	Finance	Proportional DA	100	-
H Morgan	PT	Management Services (From 1 Aug 2019)	Proportional DA	83	100
V Pungupungu	PT	Infrastructure & Planning	Ward 5 ANC	85	100
C Resandt	PT	Economic Development & Tourism	Proportional DA	92	100
M Sapepa	PT	Management Services	Proportional DA	92	100
C Tafo-Nwonkwo	PT	Protection Services	Proportional ANC	85	100
S Tebele	PT	Finance + Infrastructure & Planning	Proportional ANC	100	-
*Note: * Councillors appointed on a proportional basis do not have wards allocated to them*					

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

Committees (other than Mayoral / Executive Committee) and Purposes of Committees	
Municipal Committees	**Purpose of Committee**
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**
Internal Audit	Chief Audit Executive: Dominic van der Heever
Risk Management	Chief Risk Officer – Zintle Mazuthu
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
Legal Services	Senior Manager: Lionel Wallace
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
Economic and Social Development and Tourism	**Director: Economic and Social Development and Tourism - Solomzi Madikane**
LED	Manager - Xolile Kosi

Third Tier Structure	
Tourism Marketing	Manager - Frieda Lloyd
Social Development	Manager - Gerhard Smit
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**
Operational Services	Deputy Director: Operational Services – Theo Steenberg
Area Management - Kleinmond	Senior Manager: Kleinmond Administration - Desmond Lakey
Area Management - Hermanus	Senior Manager: Hermanus Administration – Anver Wyngaard
Area Management - Gansbaai	Senior Manager: Gansbaai /Stanford 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 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
Property Administration	Manager - Anja Le Roux
Building Services	Manager – Louise Coetzee
Environmental Management 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

MUNICIPAL FUNCTIONS	Function Applicable to Municipality (Yes / No)*
Constitution Schedule 5, Part B functions:	
Cemeteries, funeral parlors and crematoria	Yes
Cleansing	Yes
Control of public nuisances	Yes
Control of undertakings that sell liquor to the public	Yes
Facilities for the accommodation, care and burial of animals	Yes
Fencing and fences	Yes
Licensing of dogs	Yes
Licensing and control of undertakings that sell food to the public	Yes
Local amenities	Yes
Local sport facilities	Yes
Markets	Yes
Municipal abattoirs	Yes
Municipal parks and recreation	Yes
Municipal roads	Yes
Noise pollution	Yes
Pounds	Yes
Public places	Yes
Refuse removal, refuse dumps and solid waste disposal	Yes
Street trading	Yes
Street lighting	Yes
Traffic and parking	Yes
If municipality: indicate (yes or No); * If entity: Provide name of entity	

Appendix E: Functionality of Ward Committees

Functionality of Ward Committees: 2019/20					
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**	**3**	**6**	**3**
	Mr A Wagener				

Functionality of Ward Committees: 2019/20					
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**
	Mr A Chambers				
	Mr EJ de Kock				
	Ms P Yawa				
	Mr M Foto				
	Mr Z Duna				
	Ms D Siduka				
	Mr EZ Msopi				
	Mr K Nomathole				
	Mr S Mjokweni				
WC 02	**Cllr Riana De Coning**	**Yes**	**3**	**6**	**3**
	Ms M de Villiers				
	Mr RM du Plessis				
	Mr M van der Merwe				
	Mr HJ van Dyk				
	Ms GS Kitley				
	Ms J Lewis				
	Ms J Barlow				
	Mr N Naudé				
	Mr SN Sauls				
	Ms F van Dyk				
WC 03	**Cllr Kari Brice**	**Yes**	**3**	**6**	**3**
	M Verster				
	ALee				
	B Wridgway				
	D W Duckitt				
	S Sauvage (Secundi)				
	G Serfontein				
	J Cowan				
	C Lerm				
	M Liebenberg				

Functionality of Ward Committees: 2019/20					
Ward Name (Number)	**Name of Ward Councillor and elected Ward committee members**	**Committee established (Yes / No)**	**Number of monthly Committee meetings held during the year**	**Number of monthly reports submitted to Speakers Office on time**	**Number of quarterly public ward meetings held during year**
	H Herholdt				
WC 04	**Ald. Anton Coetsee**	**Yes**	3	6	3
	J Wildschut				
	F Cupido				
	P Jacobs				
	L Spandiel				
	M Pieterse				
	A Viljoen				
	T Titus				
	W Thompson				
	A Steneveld				
WC 05	**Cllr Valerie Pungupungu**	**Yes**	3	6	3
	S Nqgoyiyana				
	N Sapepa Gasa				
	M Thukwayo				
	N Sapepa				
	R Ndawule				
	S Makunga				
	T Mavata				
	L Kamana				
	N Ncapayi				
	N Mjijwa				
WC 06	**Ald. Michelle Sapepa**	**Yes**	3	6	3
	N Mcinjane				
	M Damesi				
	V Tshona				
	S Zwelifile				
	T Nondala				
	X Gilikindla				
	N Sinoko				
	F Bhangazana				

Functionality of Ward Committees: 2019/20					
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**
	X Sitshixo				
	M Mlombi				
WC 07	**Cllr David Botha**	**Yes**	**3**		**3**
	W Marais				
	F Hayman				
	N J Hechter (deceased) S Williams (secondi)				
	CLG vd Coolwijk				
	V Le Roux				
	R Gerber				
	H Lombard				
	P Le Roux				
	G Geldenuys				
	D Beukes				
WC 08	**Cllr Elnora Gillion**	**Yes**	**3**		**3**
	I B Claasen				
	M Matinka				
	R McDavid				
	M Arries				
	JBooysen				
	A Beukes				
	F Siljeur				
	D Adams				
	M Austin				
	Vacancy				
WC 09	**Cllr Grant Cohen**		**3**	**6**	**3**
	Johannes de Clerk				
	Charles Swartz				
	Philip Hanekom				
	Thomas Snibbe				

Functionality of Ward Committees: 2019/20					
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**
	Hugo Krijnauw				
	Hermanus van der Merwe				
	Chris Harding				
	Eleanore Barry				
	Mike Botha				
	Cornette Hull				
WC 10	**Cllr Fanie Krige**	**Yes**	**3**	**6**	**3**
	Hilgard Muller				
	Susanna Botha				
	Theresa Els				
	Mary Hull				
	Melvin Jooste				
	Elmarie Strydom				
	Bangikhaya Mantshinga				
	Willem Steyn				
	Ellsworth October				
	Andrew Martin				
WC 11	**Ald Dudley Coetzee**	**Yes**	**3**	**6**	**3**
	Cllr A Komani				
	Ms H Swart				
	Mr G Joubert				
	Mr H Dyers				
	Mr D Hagen				
	Mr L de V Roodt				
	Mr H Volgraaff				
	Ms J October				
	Ms Z Zawula				
	Ms V Burton-Moore				
	Mr H Latola				
WC 12	**Cllr Vuyani Macotha**	**Yes**	**3**	**5**	**2**
	Z Patrein				
	N Bulawa				
	V Khuse				

Functionality of Ward Committees: 2019/20					
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**
	A Jakuja				
	N Gcilitshane				
	S Vonco				
	N Mpemba				
	N Nkoanyane				
	N Mtyibisi				
	M Sihlahla				
WC 13	**Cllr Jean Orban**	**Yes**	**3**	**3**	**3**
	H Greeff				
	A Bown				
	A Droomer				
	D Heard				
	M Weekes				
	D van der Kooi				
	T Sutherland				
	C Gabb				
	T Agenbag				
	J Prinsloo				

Appendix F 1: Capital Projects: Seven Largest in 2019/20

Capital Projects: Seven Largest in 2019/20 (Full List at Appendix X)				
R' 000				
No.	**Project Name and detail**	**Start Date**	**End Date**	**Total Value**
1	LOW COST HOUSING SERVICE: CONSTRUCTION CONTRACTS & LAND	01/07/2019	30/06/2020	80,100,737
2	UPGRADE HAWSTON SPORT COMPLEX	01/07/2019	30/06/2020	8,758,530
3	UPGRADE HERMANUS WELL FIELDS PHASE 1	01/07/2019	30/06/2020	7,855,474
4	WATER MASTER PLAN IMPLEMENTATION	01/07/2019	30/06/2020	9,058,418
5	NEW 4ML RESERVOIR	01/07/2019	30/06/2020	4,798,256
6	GANSBAAI CBD SEWER NETWORK EXTENSION	01/07/2019	30/06/2020	6,574,574
7	VEHICLES-WASTE MANAGEMENT	01/07/2019	30/06/2020	5,993,747
				T F.1

Appendix F 3: Top Four Service Delivery Priorities for Ward (Highest Priority First)

Top Four Service Delivery Priorities for Ward (Highest Priority First)		
No.	**Priority Name and Detail**	**Progress During 2019/20**
	GREATER GANSBAAI AREA- WARDS 1, 2, 11	
	WARD 1	
1	Housing (Masakhane)	Bulk infrastructure was completed and handed over to the Municipality (296 IRDP sites). The servicing of 1484 UISP sites are in process.
2	Streets	The resealing of streets was completed in time (Masakhane & Franskraal).
3	Replacement/Refurbishment of Vehicles, Plant & Equipment	New vehicles, plant and equipment were procured and commissioned.
4	Caretakers Residence: Soccer Field in Masakhane (external funding)	No funds could have been secured for this purpose.
5	Public Safety (CCTV cameras)	Although provision was made in the budget, the project could not be completed and funds were rolled over to the budget of the 2020/21 financial year.
	WARD 2	
6	Expansion of Primary Health Care Centre/Day Hospital, Gansbaai	This need was addressed by the Provincial Department of Health and the envisaged due date for completion is December 2020.
7	Housing (Blompark & Beverley Hills)	The installation of bulk infrastructure services was completed and handed over to the municipality.
8	Roads (deteriorating infrastructure – Blompark)	The project was completed in time.
9	Electricity	A new 66/11 kV substation was installed.
	WARD 11	
10	Housing (Stanford & Buffeljachtsbaai)	Bulk infrastructure was completed for 783 sites in Stanford.
11	Replacement/Refurbishment of Vehicles, Plant & Equipment	The need was addressed with the procurement of some new vehicles and equipment.
12	River Front & Wandelpad Enhancement (Stanford)	The project was completed in time.
13	Public Transport (taxi rank for Eluxolweni & Buffeljachtsbaai)	No funding could have been secured to address the need.
	GREATER HERMANUS AREA- WARDS 3, 4, 5, 6, 7, 8, 12, 13	
1	Stormwater Upgrades	Completed
2	Sidewalks Upgraded (Ward 4, 5, 6 , 8, 13)	Completed
3.	Parking and drop off areas near Hermanus Schools	Completed
4.	Fernkloof Facility Upgrade – parking & projects	Phase 1 Completed
5.	Cliff path maintenance	Annual maintenance Completed
6.	Speed calming (Ward 4)	Completed

Top Four Service Delivery Priorities for Ward (Highest Priority First)		
No.	**Priority Name and Detail**	**Progress During 2019/20**
7.	Play Parks Upgrade (Ward 5, 8)	Completed
8.	Fisherhaven Walkway	Completed
9.	Dust Control (Ward 8)	
10.	Atlantic Drive Walkway	Phase 3 Completed
11.	Davies Pool Parking	Completed
	HANGKLIP- KLEINMOND AREA: **WARDS 9 AND 10**	
1	Upgrading and maintenance of gravel roads	Dust controlling of strategic roads in the Betty's Bay and Pringle Bay area. .Paving of streets in Rooi Els.
2	Upgrading of sewerage system	Extension of the sewer network in Kleinmond as a multi-year project
3	Upgrading of stormwater & drainage system	Appointment of EPWP teams to clean stormwater channels regularly
4	Creation of opportunities for economic and social upliftment in poor areas	Creation of business nodes in previously disadvantaged areas. Assistance of WWF in creation of community based projects. Assistance and support provided by the Kleinmond Business Forum.

Appendix G: Municipal Joint Audit and Performance Audit Committee Recommendations

Municipal Audit Committee Recommendations		
Date of Committee	**Committee recommendations during 2019/20**	**Recommendations adopted (enter Yes) If not adopted (provide explanation)**
21 August 2019 Special JAPAC meeting	That cognizance be taken of the content of the draft Annual Financial Statements, for the year ended 30 June 2019 and that satisfactory responses were received from the CFO and the finance team on questions/ comments raised by the JAPAC.	Yes
17 September 2019	**JAPAC - Item 6.1:** The JAPAC noted the Budget Statement Report: Fourth Quarter (April 2019 – June 2019) for the financial year 2018/2019.	Yes
	JAPAC - Item 6.2.1: The JAPAC noted the SDBIP Report: Fourth Quarter (April 2019 – June 2019) for the financial period 2018/ 2019.	Yes
	JAPAC - Item 6.2.2: The JAPAC noted the Revised Top Layer SDBIP Report: Fourth Quarter (April 2019 – June 2019) for the financial period 2018/ 2019.	Yes
	JAPAC - Item 6.3: The JAPAC noted the Debt Collection Report: Fourth Quarter (April 2019 – June 2019) for the financial period 2018/ 2019.	Yes
	JAPAC - Item 6.4: The JAPAC noted the Creditors Report: Fourth Quarter (April 2019 – June 2019) for the financial period 2018/ 2019.	Yes
	JAPAC - Item 6.5: The JAPAC noted the Audit Action Plan as at 12 July 2019 for the financial year 2018/ 2019.	Yes

Municipal Audit Committee Recommendations		
Date of Committee	**Committee recommendations during 2019/20**	**Recommendations adopted (enter Yes) If not adopted (provide explanation)**
	JAPAC - Item 6.6 re Risk Management: The JAPAC noted the reports with concern owing to the fact that there has not been an adequate update of the risk register. However, the JAPAC obtained management assurance that there is a sound process in place.	Yes
	JAPAC - Item 6.7: The JAPAC noted the contents of the CAE Status Report and declarations.	Yes
	JAPAC - Item 7.1.1: That cognizance be taken of the report on the mSCOA Implementation Project and Service Delivery Expectations *re* Vendor Capacity for 2018/ 2019 financial year.	Yes
	JAPAC - Item 7.1.2: That cognizance be taken of the report regarding Management of Solid Waste (Waste Management), for the financial year 2018/ 2019.	Yes
	JAPAC - Item 7.1.3: That cognizance be taken of the report regarding Management of Illegal Structures/ Buildings.	Yes
19 November 2019	**JAPAC - Item 6.1:** The JAPAC noted the Budget Statement Report: First Quarter (July 2019 – September 2019) for the financial year 2019/2020.	Yes
	JAPAC - Item 6.2: The JAPAC noted the SDBIP Report: First Quarter (July 2019 – September 2019) for the financial year 2019/2020.	Yes
	JAPAC - Item 6.3: The JAPAC noted the Debt Collection Report: First Quarter (July 2019 – September 2019) for the financial year 2019/2020.	Yes
	JAPAC - Item 6.4: The JAPAC noted the Creditors Report: First Quarter (July 2019 – September 2019) for the financial year 2019/2020.	Yes
	JAPAC - Item 6.5: The JAPAC noted the Audit Action Plan as at 23 September 2019 for the financial year 2019/ 2020.	Yes
	JAPAC - Item 6.6: The JAPAC noted the reports (# 6.6.2 Risk register and # 6.6.3 Risk action report) and indicated that the CRO be given some time to settle in.	Yes
	JAPAC - Item 7.1: That cognizance be taken of the AGSA Draft Management Report – Overstrand Municipality.	Yes
	JAPAC - Item 7.2: The JAPAC noted the External Quality Assessment Review Report.	Yes
	JAPAC - Item 8: The JAPAC noted the content of the CAE status report and declarations made.	Yes
	JAPAC - Item 9.1: The JAPAC noted the report relating to Key Controls Assessment: Bi-Annual (January 2019 – June 2019) for the financial year 2018/ 2019.	Yes
	JAPAC - Item 9.2: The JAPAC noted the report relating to Predetermined Objectives (PDO's): Fourth Quarter (April 2019 – June 2019) for the financial year 2018/ 2019.	Yes
	JAPAC - Item 9.3: The JAPAC noted the report relating to Loss of Records.	Yes
	JAPAC - Item 9.4: The JAPAC noted the report relating to Predetermined Objectives (PDO's): First Quarter (July 2019 – September 2019) for the financial year 2019/ 2020.	Yes

Municipal Audit Committee Recommendations		
Date of Committee	**Committee recommendations during 2019/20**	**Recommendations adopted (enter Yes) If not adopted (provide explanation)**
	JAPAC - Item 10: The JAPAC noted the Audit finding(s) tracking register.	Yes
03 March 2020	**JAPAC - Item 6.1:** The JAPAC noted the Budget Statement Report: Second Quarter (October 2019 – December 2019) for the financial year 2019/2020.	Yes
	JAPAC - Item 6.2: The JAPAC noted the reports on SDBIP: Second Quarter (October 2019 – December 2019) for the financial year 2019/2020.	Yes
	JAPAC - Item 6.3: The JAPAC noted the Debt Collection Report: Second Quarter (October 2019 – December 2019) for the financial year 2019/2020.	Yes
	JAPAC - Item 6.4: The JAPAC noted the Creditors Report: Second Quarter (October 2019 – December 2019) for the financial year 2019/2020.	Yes
	JAPAC - Item 6.5: The JAPAC noted the Audit Action Plan as at 21 February 2020 for the financial year 2019/ 2020.	Yes
	JAPAC - Item 6.6: The JAPAC noted all the reports from Risk Management.	Yes
	JAPAC - Item 6.7: The JAPAC noted the Gift Register and its content.	Yes
	JAPAC - Item 7.1: The JAPAC noted the CAE status report and its contents.	Yes
	JAPAC - Item 7.2: The CAE presented the Internal Control Policy Statement, no comments/ questions were raised.	Yes
	JAPAC - Item 7.3: The JAPAC considered the Fraud Prevention and Anti-Corruption plan and recommended same for adoption by Council.	Yes
	JAPAC - Item 7.4: The JAPAC approved and adopted Quality Assurance and Improvement Programme.	Yes
	JAPAC - Item 8.1: The JAPAC noted the report relating to Key Controls Assessment: Bi-Annual (July 2019 – December 2019) for the financial year 2019/2020.	Yes
	JAPAC - Item 8.2: The JAPAC noted the report relating to Predetermined Objectives (PDO's): Second Quarter (October 2019 – December 2019) for the financial year 2019/2020.	Yes
	JAPAC - Item 8.3: The JAPAC noted the report relating to Combined Assurance Bi-Annual Review 1&2.	Yes
	JAPAC - Item 9: The JAPAC noted the Audit finding(s) tracking register.	Yes

Appendix H 1 – Long Term Contracts (20 largest contracts)

Long Term Contracts (20 Largest Contracts entered into 2019/20)					
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**
SMART CIVIL CONSTRUCTION	CONSTRUCTION OF BULK STORMWATER INFRASTRUCTURE IN BLOMPARK, GANSBAAI	25/09/2019	07/02/2020	DHENDRICKS	R4 448 400.97
RAPIPROP 158 (PTY) LTD	CONSTRUCTION OF NEW VEHICLE HANGAR FOR OVERSTRAND MUNICIPALITY, MUSSEL ROAD, HERMANUS	14/10/2019	30/09/2020	LESTERSMITH	R1 515 951,10
ENGELBRECHT AND SCORGIE ARCHITECTURAL OFFICES	APPOINTMENT OF ARCHITECTS, ARCHITECTURAL TECHNOLOGISTS, STRUCTURAL ENGINEERS AND QUANTITY SURVEYORS FOR A CONTRACT PERIOD ENDING 30 JUNE 2021	21/08/2019	30/06/2021	LCOETZEE	R1 126 306,89
FIRST TECHNOLOGY WESTERN CAPE (PTY) LTD	MICROSOFT OFFICE 365: MIGRATE, DESIGN, INSTALL, MAINTAIN AND TRAIN	22/05/2020	30/06/2022	CJOHNSON	R984 000.00
RODPAUL CONSTRUCTION (PTY) LTD	CONSTRUCTION OF A 1.5ML RESERVOIR AND ASSOCIATED WORKS IN PRINGLE BAY	12/02/2020	30/06/2021	HANREB	R701 324,24
AURECON SOUTH AFRICA (PTY) LTD (OORGENEEM BY NETGROUP150313)	APPOINTMENT OF ARCHITECTS, ARCHITECTURAL TECHNOLOGISTS, STRUCTURAL ENGINEERS AND QUANTITY SURVEYORS FOR A CONTRACT PERIOD ENDING 30 JUNE 2021	21/08/2019	30/06/2021	LCOETZEE	R639 435,57
ALTRON NEXUS (PTY) LTD	UPGRADE, MAINTENANCE OF DIGITAL MOBILE NETWORK AND SUPPLY OF EQUIPMENT	22/05/2020	30/06/2022	CJOHNSON	R599 010,17
TEMFIN HOLDINGS (PTY) LTD	SUPPLY AND DELIVERY OF DAILY NEWSPAPERS FOR A CONTRACT PERIOD ENDING 30 JUNE 2020	01/07/2019	30/06/2020	TZWENI	R510 692.00
UHLAZA GROUP	PRUNING AND FELLING OF TREES IN HERMANUS, KLEINMOND AND STANFORD AREAS FOR A CONTRACT PERIOD ENDING 30JJUNE 2022	01/07/2019	30/06/2022	TMARX	R218 295,85
MAXITEC	PROVISION OF SERVICES TO HOST, MAINTAIN, POSSIBLY RE-DESIGN AND UPRADE	01/07/2019	30/06/2022	TZWENI	R211 536,08

Long Term Contracts (20 Largest Contracts entered into 2019/20)					
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**
	THE WEBSITE OF THE OVERSTRAND MUNICIPALITY FOR A CONTRACT PERIOD ENDING 30JUNE 2022				
MEYER BETON	CONSTRUCTION OF STORMWATER INFRASTRUCTURE FOR HERMANUS CBD AND INDUSTRIAL AREA	26/03/2020	28/02/2021	DHENDRICKS	R201 600.00
RAMM SYSTEMS (PTY) LTD	SUPPLY, INSTALLATION, MONITORING AND MAINTENANCE OF A VEHICLE ACTIVE TRACKING SYSTEM ON A LEASE BASIS FOR A CONTRACT PERIOD ENDING 30 JUNE 2022	20/11/2019	30/06/2022	TSTEENBERG	R182 726,75
BARC DIERESORG TRUST	PROVISION OF ACCOMMODATION FOR IMPOUNDED CATS AND DOGS IN THE OVERSTRAND AREA FOR A CONTRACT PERIOD ENDING 30 JUNE 2022	27/08/2019	30/06/2022	RUDIF	R174 740.00
JC KROHN	PROVISION OF GARDEN MAINTENANCE SERVICES IN HERMANUS AREA, FOR A CONTRACT PERIOD ENDING 30 JUNE 2022	02/09/2019	30/06/2022	TMARX	R146 852,28
RIGTECH SERVICES	HIRING OF CONTAINERS FOR STORAGE AND OFFICE SPACE FOR A CONTRACT PERIOD ENDING 30 JUNE 2020	01/07/2019	30/06/2020	RUDIF	R127 935,56
HIRE THINA GENERAL TRADING (PTY) LTD	PROVISION OF GARDEN MAINTENANCE SERVICES IN HERMANUS AREA, FOR A CONTRACT PERIOD ENDING 30 JUNE 2022	02/09/2019	30/06/2022	TMARX	R119 596,54
CLAW CIVILS (PTY) LTD	PROVISION AND MAINTENANCE OF SMALL BORE SEWAGE CONNECTIONS IN HERMANUS FOR A CONTRACT PERIOD ENDING 30 JUNE 2022	01/11/2019	30/06/2022	TMARX	R98 592,87
BERGSTAN SOUTH AFRICA	APPOINTMENT OF ARCHITECTS, ARCHITECTURAL TECHNOLOGISTS, STRUCTURAL ENGINEERS AND QUANTITY SURVEYORS FOR A CONTRACT PERIOD ENDING 30 JUNE 2021	21/08/2019	30/06/2021	LCOETZEE	R96 411,60

Long Term Contracts (20 Largest Contracts entered into 2019/20)					
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**
HERMANUS ANIMAL WELFARE SOCIETY	PROVISION OF ACCOMMODATION FOR IMPOUNDED CATS AND DOGS IN THE OVERSTRAND AREA FOR A CONTRACT PERIOD ENDING 30 JUNE 2022	27/08/2019	30/06/2022	RUDIF	R75 697,25
DUMSE AND SONS TRANSPORT (PTY) LTD	PROVISION OF TOWING SERVICES IN THE OVERSTRAND AREA FOR A CONTRACT PERIOD ENDING 30 JUNE 2022	01/10/2019	30/06/2022	RUDIF	R73 596.00

Public Private Partnerships Entered into 2019/20					
R' 000					
Name and Description of Project	**Name of Partner(s)**	**Initiation Date**	**Expiry date**	**Project manager**	**2019/20**
NONE					
					T H.2

Appendix I: Municipal Entity/Service Provider Performance Schedule

Refer to pages 125- 176- 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 122 -171 of this 2019/2020 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 2018/19	Current Year: 2019/20			2019/20 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Vote 1 - Council	26,636	31,083	30,843	30,091	-3.3%	-2.5%
Vote 2 - Municipal Manager	86	36	36	36	-0.7%	0.0%
Vote 3 - Management Services	1,070	844	844	1,189	29.0%	29.0%
Vote 4 - Finance	292,648	284,914	297,684	300,506	5.2%	0.9%
Vote 5 - Community Services	362,029	379,676	386,122	378,350	-0.4%	-2.1%
Vote 6 - Economic and Social Development & Tourism	2,044	2,635	2,986	2,914	9.6%	-2.4%
Vote 7 - Infrastructure & Planning	497,129	497,130	570,833	585,515	15.1%	2.5%
Vote 8 - Protection Services	33,419	47,393	50,430	32,797	-44.5%	-53.8%
Total Revenue by Vote	**1,215,062**	**1,243,711**	**1,339,778**	**1,331,397**	**6.6%**	**-0.6%**
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 2018/19	Year 2019/20			Year 2019/20 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Property rates	233,093	242,150	242,050	240,914	-0.5%	-0.5%
Service Charges - electricity revenue	378,693	398,868	406,868	415,947	4.1%	2.2%
Service Charges - water revenue	129,858	127,320	133,820	133,628	4.7%	-0.1%
Service Charges - sanitation revenue	77,719	80,020	81,020	80,871	1.1%	-0.2%
Service Charges - refuse revenue	61,763	70,122	69,242	69,102	-1.5%	-0.2%
Service Charges - other	–	–	–			

Revenue Collection Performance by Source						
R '000						
Description	Year 2018/19	Year 2019/20			Year 2019/20 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Rentals of facilities and equipment	6,278	3,562	3,562	5,738	37.9%	37.9%
Interest earned - external investments	41,768	28,010	39,460	48,172	41.9%	18.1%
Interest earned - outstanding debtors	4,192	4,151	4,351	5,014	17.2%	13.2%
Dividends received	–	–	–		0.0%	0.0%
Fines	25,672	32,552	32,552	18,211	-78.8%	-78.8%
Licences and permits	2,526	2,462	2,462	1,975	-24.7%	-24.7%
Agency services	4,885	4,700	5,200	4,376	-7.4%	-18.8%
Transfers recognised – operational	106,306	152,183	126,555	123,140	-23.6%	-2.8%
Other revenue	83,673	27,416	143,735	143,186	80.9%	-0.4%
Gains on disposal of PPE	–		–		0.0%	0.0%
Total Revenue (excluding capital transfers and contributions)	**1,156,425**	**1,173,517**	**1,290,877**	**1,290,276**	**9.0%**	**0.0%**
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A4.						T K.2

Appendix L: Conditional Grants – excluding MIG

Conditional Grants: excluding MIG -update for 2019/20						
R' 000						
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjustments 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
Integrated National Electrification	7 000	7 000	7 000	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

Conditional Grants: excluding MIG -update for 2019/20						
R' 000						
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjustments Budget	
Expanded Public Works Programme	2 635	2 635	2 635	0,0%	0,0%	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
Community Development Workers		148	18	100,0%	-87,9%	To provide financial assistance to municipalities to cover the operational costs pertaining to the line functions of the community development workers including regional coordinators.
Main Road subsidy	126	126	126	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	36	36	36	-0,7%	0,0%	To provide financial assistance to municipalities in support of capacity building for the future by means of a graduate intership programme
Public Transport Non-Motorised Infrastructure		1 500	750	100,0%	-50,0%	To assist with the provision of public transport facilities in rural communities
Municipal Service Delivery and Capacity Building Grant	144	138	138	-4,1%	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
Resourcing Funding for Establishment &Support of a K9 Unit	5 800	5 800	3 870	-33,3%	-33,3%	To provide resource funding for the establishment and support of a K9 unit.
Thusong Service Centre	100	100	68	-32,0%	-32,0%	To provide financial assistance to municipalities, ensuring the financial sustainability of the Thusong Service Centres.
Financial Management Capacity Building Grant	980	740		-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
Western Cape Financial Management Support Grant	560	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

Conditional Grants: excluding MIG -update for 2019/20						
R' 000						
Details	Budget	Adjust-ments Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjustments Budget	
						audit outcomes and addressing institutional challenges.
Disaster Management Grant	5 000	5 000	5 000	0,0%	-100,0%	
Local Govt Support Grant		650	650	0,0%	-100,0%	
Municipal Disaster Relief Grant		179	179	0,0%	-100,0%	
Total	**83 494**	**33 945**	**29 308**	**-64,9%**	**-13,7%**	

** 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 2018/19	Year 2019/20			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Infrastructure - Total	**90,497**	**143,762**	**106,765**	**75,301**	**117,549**	**67,866**	**51,000**
Infrastructure: Road transport - Total	18,989	43,524	34,674	17,641	36,179	11,434	17,000
Roads, Pavements & Bridges	11,742	19,683	16,033	9,723	19,795	3,571	17,000
Storm water	7,247	23,841	18,641	7,918	16,384	7,864	–
Infrastructure: Electricity – Total	27,209	23,801	18,999	12,733	12,768	45,500	24,000
Generation					696	38,000	17,000
Transmission & Reticulation	27,209	23,801	18,999	12,733	12,072	7,500	7,000
Street Lighting							
Infrastructure: Water - Total	17,065	42,344	35,423	28,478	29,547	5,732	6,000
Dams & Reservoirs	7,280	20,423	24,955	18,550	29,547	3,000	3,000
Water purification	9,785	21,921	10,469	9,928		2,732	3,000

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year 2018/19	Year 2019/20			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Reticulation	–		–	–	–	–	–
Infrastructure: Sanitation – Total	27,195	24,093	13,169	14,869	20,576	4,000	4,000
Reticulation	338	14,358	8,658	9,907	–	–	–
Sewerage purification	26,857	9,735	4,511	4,961	20,576	4,000	4,000
Infrastructure: Other - Total	39	10,000	4,500	1,581	18,479	1,200	–
Waste Management	39	10,000	4,500	1,581		1,200	–
Transportation							
Gas							
Other					18,479		
Community - Total	**63,346**	**39,239**	**91,163**	**84,936**	**60,937**	**55,692**	**37,850**
Parks & gardens		526	526	138,720	202		
Sportsfields & stadia	2,038	1,260	(1,170)	1,888	1,433	–	–
Swimming pools	–	–	–	–	–	–	–
Community halls	1,052	–	–	–	–	–	–
Libraries	1,132	–	–	–	772	4,374	–
Recreational facilities	23,087	5,321	5,016	1,142	5,735	–	–
Fire, safety & emergency	–	1,100	(192)	1,114	–	1,052	–
Security and policing	–		–	–	–	–	–
Buses	–		–	–	–	–	–
Clinics	–		–	–	–	–	–
Museums & Art Galleries	–		–	–	–	–	–
Cemeteries	381	1,500	2,272	207	1,292	–	–
Social rental housing	34,108	26,439	84,373	79,868	48,144	46,667	37,850
Other	1,549	3,093	338	578	3,358	3,600	–

Table continued next page

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

Table continued from previous page

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year 2018/19	Year 2019/20			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Heritage assets - Total	–	–	–	–	–	–	–
Buildings							
Other							
Investment properties - Total	–	–	–	–	–	–	–
Housing development							
Other							
–							
Other assets	5,395	9,314	10,309	3,917	13,746	–	–
General vehicles	–	–	–	–	–	–	–
Specialised vehicles		–	–		–		
Plant & equipment					–		
Computers – hardware/equipment	3,757	–	–	–	7,896		
Furniture and other office equipment	210	280	280	246	1,025		
Abattoirs							
Markets							
Civic Land and Buildings							
Other Buildings							
Other Land	1,428			–			
Surplus Assets - (Investment or Inventory)							
Other	–	9,034	10,029	3,671	4,825		
Agricultural assets	–	–	–	–	–	–	–

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year 2018/19	Year 2019/20			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
List sub-class							
Biological assets	–	–			–	–	–
List sub-class							
Intangibles	**15,872**	**22,593**	**26,073**	**23,279**	**23,200**	**30,000**	**20,000**
Computers - software & programming		4,200	4,220	3,972	–		
Other (Machinery & Office equipment)	905	900	1,467	762	760		
Transport Assets	14,968	17,493	20,385	18,544	22,440	30,000	20,000
Total Capital Expenditure on new assets	**175,110**	**214,907**	**234,309**	**187,433**	**215,433**	**153,558**	**108,850**
Specialised vehicles	–	–	–	–	–	–	–
Refuse							
Fire							
Conservancy							
Ambulances							
** Note: Information for this table may be sourced from MBRR (2009: Table SA34a)*							T M.1

Capital Expenditure - Upgrade/Renewal Programme*							
R '000							
Description	Year 2018/19	Year 2019/20			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Infrastructure - Total	–	**29,742**	**23,463**	**16,029**	**75,827**	**43,604**	**45,528**
Infrastructure: Road transport -Total	–	3,170	3,170	1,293	13,257	–	–
Roads, Pavements & Bridges	–	10	10	8	200	–	–
Storm water	–	3,160	3,160	1,285	13,057	–	–

Capital Expenditure - Upgrade/Renewal Programme*							
R '000							
Description	Year 2018/19	Year 2019/20			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Infrastructure: Electricity - Total	–	9,750	9,750	7,894	8,350	1,000	7,000
Generation					–		
Transmission & Reticulation	–	9,750	9,750	7,894	8,350	1,000	7,000
Street Lighting							
Infrastructure: Water - Total	–	6,160	4,559	3,580	23,060	29,784	16,000
Dams & Reservoirs					–	–	–
Water purification	–	6,160	4,559	3,580	4,300	11,784	1,000
Reticulation	–				18,760	18,000	15,000
Infrastructure: Sanitation - Total	–	9,662	4,984	3,262	27,200	12,520	21,828
Reticulation		4,000	4,000	2,776	21,200	4,800	13,828
Sewerage purification	–	5,662	984	487	6,000	7,720	8,000
Infrastructure: Other - Total	–	1,000	1,000	0	3,960	300	700
Waste Management	0	1,000	1,000	0	2,500	–	–
Transportation							
Gas							
Other					1,460	300	700
Community	**–**	**16,928**	**17,928**	**7,534**	**12,479**	**–**	**–**
Parks & gardens					880		
Sportsfields & stadia	–	16,928	17,928	7,534			
Swimming pools		–					
Community halls	–	–	–	–			
Libraries	–	–	–	–			
Recreational facilities		–	–		11,503		
Fire, safety & emergency	–	–	–	–			
Security and policing		–					

Capital Expenditure - Upgrade/Renewal Programme*							
R '000							
Description	Year 2018/19	Year 2019/20			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Buses		–					
Clinics		–					
Museums & Art Galleries		–					
Cemeteries		–	–				
Social rental housing	–	–	–	–			
Other		0	0		96		
Heritage assets	–	–	–	–	–	–	–
Buildings							
Other							
Table continued next page							

Table continued from previous page

Capital Expenditure - Upgrade/Renewal Programme*							
R '000							
Description	Year 2018/19	Year 2019/20			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Investment properties	–	–	–	–	–	–	–
Housing development							
Other							
Other assets	–	100	100	61	–	–	–
General vehicles							
Specialised vehicles							
Plant & equipment							
Computers - hardware/equipment							
Furniture and other office equipment							
Abattoirs							
Markets							
Civic Land and Buildings							
Other Buildings							

Capital Expenditure - Upgrade/Renewal Programme*							
R '000							
Description	Year 2018/19	Year 2019/20			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Other Land							
Surplus Assets - (Investment or Inventory)							
Other		100	100	61	–		
Agricultural assets	–	–	–	–	–	–	–
List sub-class							
Biological assets	–	–	–	–	–	–	–
List sub-class							
Intangibles	–	–	–	–	–	–	–
Computers - software & programming							
Other *(list sub-class)*							
Total Capital Expenditure on renewal of existing assets	–	**46,770**	**41,491**	**23,624**	**88,305**	**43,604**	**45,528**
Specialised vehicles	–	–	–	–	–	–	–
Refuse							
Fire							
Conservancy							
Ambulances							
** Note: Information for this table may be sourced from MBRR (2009: Table SA34b)*							T M.2

Appendix N: Capital Programme by Project: 2019/20

Capital Programme by Project: Year 2019/20					
R' 000					
Capital Project	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance (Act - Adj) %**	**Variance (Act - OB) %**
Water					
WATER MASTER PLAN IMPLEMENTATION (F1/2)	10,000,000	1,700,000	2,772,058	39%	-261%
WATER MASTER PLAN IMPLEMENTATION (F2/2)	6,286,360	6,286,360	6,286,360	0%	0%
REFURBISHMENT OF BULK WATER PIPELINES	360,000	360,000	358,027	-1%	-1%
FENCING AT WATER INSTALLATIONS (F1/2)	700,000	663,000	662,973	0%	-6%
FENCING AT WATER INSTALLATIONS (F2/2)	900,000	0		0%	100%
REPLACEMENT OF OVERSTRAND WATER PIPES	2,900,000	1,311,154	1,311,154	0%	-121%
REPLACEMENT OF OVERSTRAND WATER PIPES			1,009,476	100%	100%
BUFFELS RIVER & DE BOS DAM INTAKE STRUCTURES AND EQUIPMENT	1,300,000	390,000	388,595	0%	-235%
WATER FACILITIES (CONTINGENCY)	300,000	1,065,000	563,958	-89%	47%
NEW 4ML RESERVOIR	7,098,256	7,098,256	4,798,256	-48%	-48%
UPGRADE HERMANUS WELL FIELDS PHASE 1	4,000,000	12,306,300	7,855,474	-57%	49%
WATER STABILIZATION PLANT FOR STANFORD (F1/2)	2,500,000	290,000	76,768	-278%	-3157%
WATER STABILIZATION PLANT FOR STANFORD (F2/2)	1,384,199	1,374,199	1,374,199	0%	-1%
NEW RESERVOIR FOR PRINGLE BAY (F1/2)	3,640,000	15,000		100%	100%
NEW RESERVOIR FOR PRINGLE BAY (F2/2)	5,535,105	5,535,105	3,050,106	-81%	-81%
BASIC SERVICES FOR EMERGENCY HOUSING	600,000	600,000	357,299	-68%	-68%
BASIC SERVICES FOR EMERGENCY HOUSING	100,000	100,000	0	100%	100%
KLEINMOND PALMIET PUMP STATION AND BULK PIPELINE REFURBISH	900,000	888,000	887,018	0%	-1%
Sanitation/Sewerage					
SEWERAGE FACILITIES (CONTINGENCY)	600,000	600,000	572,548	-5%	-5%
KLEINMOND - SEWER NETWORK EXTENSION	5,000,000	1,106,905	1,106,773	0%	-352%
UPGRADING OF KIDBROOKE PIPELINE	3,070,000	3,070,023	2,019,470	-52%	-52%
WWTW UPGRADE - STANFORD	1,800,240	1,800,240	1,797,140	0%	0%
PROVSION OF BULK SEWER SUPPLY	126,000	126,000	126,000	0%	0%
REHABILITATE MAIN BULK SEWER TO WWTW PH1	4,000,000	1,338,577	538,576	-149%	-643%
FENCING AT SEWERAGE INSTALLATIONS	800,000	800,000	799,974	0%	0%
GANSBAAI CBD SEWER NETWORK EXTENSION (F1/2)	4,000,000	4,000,000	3,850,000	-4%	-4%
GANSBAAI CBD SEWER NETWORK EXTENSION (F2/2)	2,574,574	2,574,574	2,724,574	6%	6%
VEHICLES-SEWERAGE	2,086,957	2,086,957	2,061,547	-1%	-1%
BASIC SERVICES FOR EMERGENCY HOUSING (F1/2)	1,000,000	1,000,000	919,229	-9%	-9%
BASIC SERVICES FOR EMERGENCY HOUSING (F2/2)	400,000	400,000		100%	100%
ZWELIHLE SEWER (F1/2)	3,000,000	352,710	352,710	0%	-751%

Capital Programme by Project: Year 2019/20					
R' 000					
Capital Project	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance (Act - Adj) %**	**Variance (Act - OB) %**
ZWELIHLE SEWER (F2/2)	1,722,500	0		0%	100%
BASIC SERVICES FOR EMERGENCY HOUSING	162,000	162,000		100%	100%
SEWERAGE-BYPASS IN SIPUMELELO CORRIDOR	1,000,000	158,000	158,000	0%	-533%
SEWERAGE -PEACH HOUSE PRECINT UPGRADE	3,000,000	444,370	444,370	0%	-575%
SEWERAGE-BYPASS IN SIPUMELELO CORRIDOR	1,500,000	219,750	219,750	0%	-583%
Electricity					
FRANSKRAAL,KLEINBAAI & BIRKENHEAD: MV/LV & MINISUB UPGRADE	2,250,000	2,250,000	2,248,688	0%	0%
FKRAAL,KBAAI & BHEAD: NEW 66/11KV SUBSTATION	2,000,000	1,304,118	1,304,117	0%	-53%
ELECTRIFICATION OF LOW COST HOUSING AREAS	5,000,000	0		0%	100%
ELECTRIFICATION OF LOW COST HOUSING AREAS (INEP)	7,000,000	7,000,000	7,000,000	0%	0%
STREETLIGHTS	20,000	30,000	30,000	0%	33%
ZITHANDE STREET LIGHTS	400,000	400,000	22,699	-1662%	-1662%
STREET LIGHTS	30,000	30,000	29,028	-3%	-3%
ELECTRICITY TURN KEY PROJECTS		884,575	1,098,193	19%	100%
STANFORD:MV UPGRADE	750,000	750,000	748,757	0%	0%
VEHICLES-ELECTRICITY	573,509	476,509	463,437	-3%	-24%
HERMANUS:MV & LV UPGRADE/REPLACEMENT (F1/2)	5,000,000	5,000,000		100%	100%
HERMANUS:MV & LV UPGRADE/REPLACEMENT (F2/2)	3,871,500	3,871,500	3,818,982	-1%	-1%
KLEINMOND: MV & LV NETWORK UPGRADE (F1/2)	2,000,000	2,000,000	95,124	-2003%	-2003%
KLEINMOND: MV & LV NETWORK UPGRADE (F2/2)	439,000	439,000	439,000	0%	0%
HAWSTON: MV & LV UPGRADE/REPLACEMENT (F1/2)	2,000,000	2,000,000	1,590,003	-26%	-26%
HAWSTON: MV & LV UPGRADE/REPLACEMENT (F2/2)	1,540,100	1,540,100	1,540,100	0%	0%
BASIC SERVICES FOR EMERGENCY HOUSING	250,000	250,000		100%	100%
ELECTRICITY TRANSFORMERS(CAPITAL REPLACEMENT CONTINGENCY)	1,000,000	1,000,000	999,999	0%	0%
Housing					
LCH SERVICES-CONSTRUCTION CONTRACTS	26,438,832	79,723,363	80,100,737	0%	67%
HAWSTON: UPGRADE INTERSECTION R43/GEORGE VILJOEN STREET		4,650,000	102,160	-4452%	100%
Stormwater					
BLOMPARK HOUSING PROJECT BULK STORMWATER	7,485,744	5,309,970	5,309,970	0%	-41%
STORMWATER - PHASE 1-INDUSTRIAL AREA	3,457,185	3,457,185	1,357,185	-155%	-155%

Capital Programme by Project: Year 2019/20					
R' 000					
Capital Project	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance (Act - Adj) %**	**Variance (Act - OB) %**
STORMWATER - MAIN RD & HIGH STREET	6,257,665	1,157,665	1,157,665	0%	-441%
STORMWATER - OVERHILLS	2,400,000	3,000,000	62,702	-4685%	-3728%
EXTENTION OF PLEIN STREET		500,000		100%	0%
STORMWATER NETWORK	2,500,000	2,500,000	172,903	-1346%	-1346%
UPGRADE STORMWATER NETWORK	380,000	380,000	26,261	-1347%	-1347%
UPGRADE STORMWATER NETWORK	420,000	420,000	0	100%	100%
UPGRADE STORMWATER NETWORK	500,000	500,000	197,619	-153%	-153%
STORMWATER (AD HOC)	120,000	120,000	98,960	-21%	-21%
STORMWATER (AD HOC)	70,000	70,000	69,364	-1%	-1%
STORMWATER (AD HOC)	150,000	150,000	148,772	-1%	-1%
STORMWATER CHANNELS	80,000	80,000	76,689	-4%	-4%
STORMWATER CHANNELS	50,000	50,000	34,426	-45%	-45%
STORMWATER CHANNELS - ROOIELS	30,000	30,000	23,925	-25%	-25%
WARD 12-STORM WATER DRAINS	100,000	100,000	99,990	0%	0%
STORMWATER-LIBRARY LINK & SIPUMELELO CORRIDOR UPGRADE	1,500,000	1,500,000	279,600	-436%	-436%
STORMWATER-TAXI RANK TO SIPUMELELO CORRIDOR UPGRADE	500,000	500,000	20,185	-2377%	-2377%
STORMWATER-AMANDLA STREET LINK TO SIPUMELELELO CORRIDOR	1,000,000	1,000,000	66,153	-1412%	-1412%
Waste Management					
VEHICLES-WASTE MANAGEMENT	5,931,122	6,011,122	5,993,747	0%	1%
HIGH RISK FENCING SOLID WASTE TRANSFER STATION	1,000,000	1,000,000		100%	100%
HERMANUS NEW WASTE MANAGEMENT FACILITY		1,400,000	1,317,128	-6%	100%
HERMANUS NEW WASTE MANAGEMENT FACILITY	10,000,000	3,100,000		100%	100%
Roads					
REHABILITATE ROADS - BLOMPARK	2,000,000	1,462,613	1,462,613	0%	-37%
REHABILITATE ROADS - STANFORD	2,000,000	4,713,161	4,713,161	0%	58%
CBD REGENERATION PROGRAM	7,644,182	1,444,182	544,182	-165%	-1305%
VEHICLES-ROADS	1,817,209	1,817,209	1,390,311	-31%	-31%
EXTENTION OF PLEIN STREET	500,000	0		0%	100%
GANSBAAI TARRING OF ROAD TO WASTE DISPOSAL SITE	2,700,000	2,700,000		100%	100%
STANFORD TARRING DE BRUYN STREET	2,500,000	2,500,000		100%	100%
SIDEWALKS & STORMWATER		200,000	100,537	-99%	100%
SIDEWALKS	100,000	100,000	56,232	-78%	-78%
FORMALISED PARKING/DROP OFF AREAS NEAR HERMANUS SCHOOLS	200,000	200,000	188,962	-6%	-6%
MOUNT PLEASANT SIDEWALKS	200,000	200,000	199,484	0%	0%
WEST CLIFF:SPEED CALMING:	175,000	175,000	154,082	-14%	-14%

Capital Programme by Project: Year 2019/20					
R' 000					
Capital Project	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance (Act - Adj) %**	**Variance (Act - OB) %**
WARD 6 -SIDEWALKS	200,000	200,000	200,000	0%	0%
NEW STREETS, SIDEWALKS & PARKING AREAS	500,000	500,000	493,795	-1%	-1%
WALKWAY	120,000	120,000	110,867	-8%	-8%
CURBING AND TARRING OF SIDEWALKS	140,000	180,000	152,473	-18%	8%
CURBING AND TARRING OF SIDEWALKS		200,000	147,020	-36%	100%
PAVING OF ERF 1257, HAWSTON	70,000	70,000	58,474	-20%	-20%
TRAFFIC CALMING	40,000	0		0%	100%
LOW IMPACT BRIDGE UNDER R44 LEADING TO DAY CAMP	50,000	50,000	0	100%	100%
ROADS & SPEED BUMPS	74,000	74,000	16,628	-345%	-345%
PAVING OF ROADS - ROOIELS	150,000	150,000	122,475	-22%	-22%
STREET NAMES	10,000	10,000	7,764	-29%	-29%
RIVER FRONT AND WANDELPAD ENHANCEMENT – MILLSTREAM	50,000	0		0%	100%
SIDEWALKS OVERSTRAND		1,500,000	750,000	-100%	100%
ATLANTIC DRIVE	270,000	270,000	252,467	-7%	-7%
SPORT FACILITIES					
UPGRADE HAWSTON SPORT COMPLEX (F1/2)	13,300,000	13,300,000	8,117,767	-64%	-64%
UPGRADE HAWSTON SPORT COMPLEX (F2/2)	2,277,530	2,277,530	640,763	-255%	-255%
UPGRADING OF MOUNT PLEASANT SPORTSGROUND FLOODLIGHTS	1,200,000	2,200,000	120,465	-1726%	-896%
EXTENTION OF SITTING PAVILION	200,000	0		0%	100%
HAWSTON EXTENSION 3 : UPGRADE PLAYPARK		50,000	43,023	-16%	100%
PLAYPARK -KM		24,700	24,700	0%	100%
FURNITURE SPORT CLUB HOUSE	30,000	0		0%	100%
PURCHASING & INSTALLATION OF PLAY PARK EQUIPMENT	500,000	120,000	112,720	-6%	-344%
OUTDOOR GYM OPPOSITE ZWELIHLE SPORT GROUND	100,000	0		0%	100%
RUGBY FIELD LIGHTS	50,000	50,000		100%	100%
NETBALL CLUBHOUSE EXTENSION (CHANGE ROOMS)	150,000	150,000	96,269	-56%	-56%
PLAYPARK EQUIPMENT	26,000	26,000	26,000	0%	0%
VEHICLES-BEACHES	80,000	0		0%	100%
VEHICLES-PARKS	137,512	137,512	79,827	-72%	-72%
VEHICLES-PARKS	719,130	719,130	719,130	0%	0%
Public Safety					
LAW ENFORCEMENT FACILITIES(VEHICLES/DOGS/FIREARMS) (K9 UNIT)	2,583,000	3,543,000	2,898,074	-22%	11%
BUILDING RENOVATIONS FARM 585/3	1,420,501	1,420,501		100%	100%
UPGRADING OF FACILITIES - FIRE SERVICES BUILDING (F1/2)	2,480,000	2,480,000	2,360,151	-5%	-5%

Capital Programme by Project: Year 2019/20					
R' 000					
Capital Project	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance (Act - Adj) %**	**Variance (Act - OB) %**
UPGRADING OF FACILITIES - FIRE SERVICES BUILDING (F2/3)	320,000	300,000	286,105	-5%	-12%
UPGRADING OF FACILITIES - FIRE SERVICES BUILDING -LICENSES PROJECT(F2/3)		20,000	20,000	0%	100%
ESTABLISHING OF A K53 TEST STATION :KLEINMOND	600,000	0		0%	100%
ESTABLISHING OF A K53 TEST STATION :GANSBAAI	500,000	1,100,000	44,228	-2387%	-1031%
MINOR ASSETS -PROTECTION SERVICES	300,000	300,000	173,138	-73%	-73%
MINOR ASSETS - COVID-19		46,644	46,644	0%	100%
MINOR ASSETS - COVID-19		20,710	20,710	0%	100%
VEHICLES-PUBLIC SAFETY (F1/6)	3,101,581	3,101,581	2,967,088	-5%	-5%
VEHICLES-PUBLIC SAFETY (F2/6)	643,382	643,382	643,382	0%	0%
VEHICLES-PUBLIC SAFETY (F3/6)	1,842,553	1,842,553	1,842,553	0%	0%
VEHICLES-PUBLIC SAFETY (F4/6)		1,683,478	1,682,877	0%	100%
VEHICLES-PUBLIC SAFETY (F5/6)		1,358,402	1,358,402	0%	100%
VEHICLES-PUBLIC SAFETY (F6/6)		350,000	165,000	-112%	100%
SAFE GUARDING(FENCING) OF WARD 06 ELECTRICAL MINI SUBSTATION		100,000		100%	0%
ACCESS CONTROL MUNICIPAL MAIN BUILDING	100,000	100,000		100%	100%
CCTV CAMERAS	100,000	100,000		100%	100%
CCTV CAMERAS	50,000	50,000		100%	100%
CCTV CAMERAS	50,000	50,000		100%	100%
CCTV CAMERAS	50,000	50,000		100%	100%
CCTV CAMERAS	100,000	100,000		100%	100%
SAFETY CAMERAS AT ENTRANCES OF TOWN	100,000	100,000		100%	100%
CCTV CAMERAS	100,000	100,000		100%	100%
CCTV CAMERAS	30,000	30,000		100%	100%
CCTV CAMERAS	50,000	50,000		100%	100%
CCTV CAMERAS	250,000	250,000		100%	100%
CCTV CAMERAS	1,000,000	1,000,000	685,982	-46%	-46%
CCTV CAMERAS	500,000	500,000	500,000	0%	0%
Community & Social Services					
MINOR ASSETS- COMMUNITY SERVICES	600,000	600,000	588,101	-2%	-2%
DISABLED TOILET - PRINGLE BAY PUBLIC TOILETS	80,000	80,000	57,792	-38%	-38%
ABLUTION FACILITIES - JOCK'S BAY & SILVERSANDS	50,000	50,000	28,751	-74%	-74%
DAVIE'S POOL - PARKING AND STORMWATER	100,000	200,000	199,970	0%	50%
WAITING SHELTERS AT/OUTSIDE THE CLINICS		100,000	69,887	-43%	100%
ZWELIHLE LIBRARY		771,600		100%	0%
ABLUTION FACILITIES - ONRUS SWIMMING BEACH	750,000	750,000	116,524	-544%	-544%
SHELTER FOR COMMUNITIES ,TAXI RANK	200,000	200,000	61,736	-224%	-224%

Capital Programme by Project: Year 2019/20					
R' 000					
Capital Project	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance (Act - Adj) %**	**Variance (Act - OB) %**
CEMETERY INFRASTRUCTURE	1,500,000	208,000	207,293	0%	-624%
Planning & Development					
MINOR ASSETS -LED	25,000	25,000	11,400	-119%	-119%
HAWSTON INDUSTRIAL(BUSINESS) HUB	4,871,000	1,891,000		100%	100%
ECD CENTRE ESTABLISMENT	793,000	718,000	118,263	-507%	-571%
VEHICLES-PLANNING & DEVELOPMENT	560,492	657,492	644,430	-2%	13%
PAVING BLOCKS AT LED OFFICES		50,000	47,059	-6%	100%
PURCHASE OF ERF 8643-KLEINMOND (KCIH)-TRANSFER FEES		5,000		100%	0%
HAWSTON "LANG ERWE": TRANSFERS	150,000	150,000		100%	100%
FERNKLOOF NATURE RESERVE FACILITIES	2,100,000	0		0%	100%
PLANNING & DEVELOPMENT PROJECT			74,000	100%	100%
FERNKLOOF FACILITY UPGRADE – PARKING/SMALLER PROJECTS	200,000	200,000	200,150	0%	0%
MINOR ASSETS- INFRASTRUCTURE & PLANNING	200,000	200,000	198,630		
Finance & Administration					
ICT-WI-FI PROJECTS TO SEE THE VIABILITY OF OFFERING SERVICES	250,000	0		0%	100%
ONRUS DISASTER RECOVERY SITE FIRE DETECTION FACILITIES	200,000	152,790	152,783	0%	100%
EMERGENCY AND OPERATIONAL DIGITAL RADIO SYSTEMS UPGRADE (HIGH SITES AND RADIOS)	500,000	500,000	499,204	0%	0%
MICROSOFT EXCHANGE AND LICENSES	2,300,000	2,300,000	2,299,521	0%	0%
REPLACEMENT OF UPS HIGHSITE	150,000	322,785	322,777	0%	54%
FIREWALL MANAGEMENT SOFTWARE	250,000	28,865	28,865	0%	-766%
MINOR ASSETS -FINANCE	30,000	22,007	22,006	0%	-36%
MINOR ASSETS- MANAGEMENT SERVICES	15,000	15,000	12,764	-18%	-18%
MINOR ASSETS-ICT- ORGANIZATION WIDE	300,000	653,553	648,812	-1%	54%
UPGRADING OF WORK YARD	100,000	100,000	60,860		
Executive & Council					
MINOR ASSETS - COUNCIL	10,000	10,000	1,714	-483%	-483%
	261,676,920	**275,799,967**	**211,056,463**	**-31%**	**-24%**

Appendix O: Capital Programme by Project by Ward: 2019/20

Capital Programme by Project by Ward: Year 2019/20		
R' 000		
Capital Project	**Ward(s) affected**	**Works completed (Yes/No)**
MINOR ASSETS - COUNCIL	Overstrand	Yes
ONRUS DISASTER RECOVERY SITE FIRE DETECTION FACILITIES	Overstrand	Yes
EMERGENCY AND OPERATIONAL DIGITAL RADIO SYSTEMS UPGRADE (HIGH SITES AND RADIOS)	Overstrand	Yes
MICROSOFT EXCHANGE AND LICENSES	Overstrand	Yes
REPLACEMENT OF UPS HIGHSITE	Overstrand	Yes
FIREWALL MANAGEMENT SOFTWARE	Overstrand	Yes
MINOR ASSETS -FINANCE	Overstrand	Yes
MINOR ASSETS- MANAGEMENT SERVICES	Overstrand	Yes
MINOR ASSETS-ICT- ORGANIZATION WIDE	Overstrand	Yes
UPGRADING OF FACILITIES - FIRE SERVICES BUILDING (F1/2)	Overstrand	No
UPGRADING OF FACILITIES - FIRE SERVICES BUILDING (F2/3)	Overstrand	Yes
UPGRADING OF FACILITIES - FIRE SERVICES BUILDING - LICENSES PROJECT(F2/3)	Overstrand	Yes
ESTABLISHING OF A K53 TEST STATION :GANSBAAI	Overstrand	No
MINOR ASSETS -PROTECTION SERVICES	Overstrand	Yes
MINOR ASSETS - COVID-19	Overstrand	Yes
MINOR ASSETS - COVID-19	Overstrand	Yes
VEHICLES-PUBLIC SAFETY (F1/6)	Overstrand	Yes
VEHICLES-PUBLIC SAFETY (F2/6)	Overstrand	Yes
VEHICLES-PUBLIC SAFETY (F3/6)	Overstrand	No
VEHICLES-PUBLIC SAFETY (F4/6)	Overstrand	No
VEHICLES-PUBLIC SAFETY (F5/6)	Overstrand	Yes
VEHICLES-PUBLIC SAFETY (F6/6)	Overstrand	No
ACCESS CONTROL MUNICIPAL MAIN BUILDING	Overstrand	No
CCTV CAMERAS	Overstrand	No
CCTV CAMERAS	Overstrand	No
MINOR ASSETS -LED	Overstrand	Yes
ECD CENTRE ESTABLISMENT	Overstrand	No
VEHICLES-PLANNING & DEVELOPMENT	Overstrand	Yes
MINOR ASSETS- INFRASTRUCTURE & PLANNING	Overstrand	Yes
MINOR ASSETS- COMMUNITY SERVICES	Overstrand	Yes
WAITING SHELTERS AT/OUTSIDE THE CLINICS	Overstrand	Yes
VEHICLES-PARKS	Overstrand	Yes
VEHICLES-PARKS	Overstrand	Yes
LCH SERVICES-CONSTRUCTION CONTRACTS	Overstrand	Yes
VEHICLES-ROADS	Overstrand	Yes
SIDEWALKS OVERSTRAND	Overstrand	No
ELECTRIFICATION OF LOW COST HOUSING AREAS (INEP)	Overstrand	Yes
VEHICLES-ELECTRICITY	Overstrand	Yes

Capital Programme by Project by Ward: Year 2019/20		
R' 000		
Capital Project	**Ward(s) affected**	**Works completed (Yes/No)**
ELECTRICITY TRANSFORMERS(CAPITAL REPLACEMENT CONTINGENCY)	Overstrand	Yes
WATER MASTER PLAN IMPLEMENTATION (F1/2)	Overstrand	No
WATER MASTER PLAN IMPLEMENTATION (F2/2)	Overstrand	No
REFURBISHMENT OF BULK WATER PIPELINES	Overstrand	Yes
FENCING AT WATER INSTALLATIONS (F1/2)	Overstrand	Yes
REPLACEMENT OF OVERSTRAND WATER PIPES	Ward 03	No
REPLACEMENT OF OVERSTRAND WATER PIPES	Overstrand	No
WATER FACILITIES (CONTINGENCY)	Overstrand	Yes
BASIC SERVICES FOR EMERGENCY HOUSING	Overstrand	Yes
SEWERAGE FACILITIES (CONTINGENCY)	Overstrand	Yes
FENCING AT SEWERAGE INSTALLATIONS	Overstrand	Yes
VEHICLES-SEWERAGE	Overstrand	Yes
BASIC SERVICES FOR EMERGENCY HOUSING (F1/2)	Overstrand	Yes
BASIC SERVICES FOR EMERGENCY HOUSING (F2/2)	Overstrand	No
VEHICLES-WASTE MANAGEMENT	Overstrand	Yes
HERMANUS NEW WASTE MANAGEMENT FACILITY	Overstrand	Yes
HERMANUS NEW WASTE MANAGEMENT FACILITY	Overstrand	No
PLANNING & DEVELOPMENT PROJECT	Overstrand	Yes
CCTV CAMERAS	Ward 01	No
FURNITURE SPORT CLUB HOUSE	Ward 01	No
FRANSKRAAL,KLEINBAAI & BIRKENHEAD: MV/LV & MINISUB UPGRADE	Ward 01	Yes
STORMWATER (AD HOC)	Ward 01	Yes
STORMWATER (AD HOC)	Ward 01	Yes
NEW 4ML RESERVOIR	Ward 01	No
FKRAAL,KBAAI & BHEAD: NEW 66/11KV SUBSTATION	Ward 01&02	Yes
ELECTRICITY TURN KEY PROJECTS	Ward 01&02	Yes
UPGRADING OF WORK YARD	Ward 02	Yes
CCTV CAMERAS	Ward 02	No
CCTV CAMERAS	Ward 02	No
CCTV CAMERAS	Ward 02	No
REHABILITATE ROADS - BLOMPARK	Ward 02	Yes
GANSBAAI TARRING OF ROAD TO WASTE DISPOSAL SITE	Ward 02	No
SIDEWALKS	Ward 02	Yes
PROVSION OF BULK SEWER SUPPLY	Ward 02	Yes
GANSBAAI CBD SEWER NETWORK EXTENSION (F1/2)	Ward 02	Yes
GANSBAAI CBD SEWER NETWORK EXTENSION (F2/2)	Ward 02	Yes
BLOMPARK HOUSING PROJECT BULK STORMWATER	Ward 02	Yes
STORMWATER (AD HOC)	Ward 02	Yes

Capital Programme by Project by Ward: Year 2019/20		
R' 000		
Capital Project	**Ward(s) affected**	**Works completed (Yes/No)**
PAVING BLOCKS AT LED OFFICES	Ward 03	Yes
FERNKLOOF FACILITY UPGRADE – PARKING/SMALLER PROJECTS	Ward 03	Yes
SHELTER FOR COMMUNITIES ,TAXI RANK	Ward 03	No
CBD REGENERATION PROGRAM	Ward 03	No
FORMALISED PARKING/DROP OFF AREAS NEAR HERMANUS SCHOOLS	Ward 03	Yes
HERMANUS:MV & LV UPGRADE/REPLACEMENT (F1/2)	Ward 03	No
HERMANUS:MV & LV UPGRADE/REPLACEMENT (F2/2)	Ward 03	Yes
STORMWATER - PHASE 1-INDUSTRIAL AREA	Ward 03	No
STORMWATER - MAIN RD & HIGH STREET	Ward 03	Yes
LAW ENFORCEMENT FACILITIES(VEHICLES/DOGS/FIREARMS) (K9 UNIT)	Ward 04	No
CCTV CAMERAS	Ward 04	No
UPGRADING OF MOUNT PLEASANT SPORTSGROUND FLOODLIGHTS	Ward 04	No
UPGRADE HERMANUS WELL FIELDS PHASE 1	Ward 04	No
BASIC SERVICES FOR EMERGENCY HOUSING	Ward 04	No
BASIC SERVICES FOR EMERGENCY HOUSING	Ward 04	Yes
MOUNT PLEASANT SIDEWALKS	Ward 04	Yes
WEST CLIFF:SPEED CALMING:	Ward 04	Yes
ZWELIHLE LIBRARY	Ward 05	Yes
PURCHASING & INSTALLATION OF PLAY PARK EQUIPMENT	Ward 05	Yes
SIDEWALKS & STORMWATER	Ward 05	No
SEWERAGE-BYPASS IN SIPUMELELO CORRIDOR	Ward 05	Yes
STORMWATER-LIBRARY LINK & SIPUMELELO CORRIDOR UPGRADE	Ward 05	Yes
SAFE GUARDING(FENCING) OF WARD 06 ELECTRICAL MINI SUBSTATION	Ward 06	No
OUTDOOR GYM OPPOSITE ZWELIHLE SPORT GROUND	Ward 06	No
WARD 6 -SIDEWALKS	Ward 06	Yes
SEWERAGE -PEACH HOUSE PRECINT UPGRADE	Ward 06	No
UPGRADE STORMWATER NETWORK	Ward 06	No
STORMWATER-TAXI RANK TO SIPUMELELO CORRIDOR UPGRADE	Ward 06	Yes
ZWELIHLE SEWER (F1/2)	Ward 5,6,12	No
ZWELIHLE SEWER (F2/2)	Ward 5,6,12	No
NEW STREETS, SIDEWALKS & PARKING AREAS	Ward 07	Yes
CCTV CAMERAS	Ward 08	No
HAWSTON INDUSTRIAL(BUSINESS) HUB	Ward 08	No

Capital Programme by Project by Ward: Year 2019/20		
R' 000		
Capital Project	**Ward(s) affected**	**Works completed (Yes/No)**
HAWSTON "LANG ERWE": TRANSFERS	Ward 08	No
UPGRADE HAWSTON SPORT COMPLEX (F1/2)	Ward 08	No
UPGRADE HAWSTON SPORT COMPLEX (F2/2)	Ward 08	No
HAWSTON EXTENSION 3 : UPGRADE PLAYPARK	Ward 08	Yes
HAWSTON: UPGRADE INTERSECTION R43/GEORGE VILJOEN STREET	Ward 08	No
WALKWAY	Ward 08	Yes
CURBING AND TARRING OF SIDEWALKS	Ward 08	Yes
CURBING AND TARRING OF SIDEWALKS	Ward 08	Yes
PAVING OF ERF 1257, HAWSTON	Ward 08	Yes
STREETLIGHTS	Ward 08	Yes
HAWSTON: MV & LV UPGRADE/REPLACEMENT (F1/2)	Ward 08	No
HAWSTON: MV & LV UPGRADE/REPLACEMENT (F2/2)	Ward 08	Yes
EXTENTION OF PLEIN STREET	Ward 08	No
SAFETY CAMERAS AT ENTRANCES OF TOWN	Ward 09	No
PURCHASE OF ERF 8643-KLEINMOND (KCIH)-TRANSFER FEES	Ward 09	No
PLAYPARK -KM	Ward 09	Yes
NETBALL CLUBHOUSE EXTENSION (CHANGE ROOMS)	Ward 09	No
PLAYPARK EQUIPMENT	Ward 09	Yes
LOW IMPACT BRIDGE UNDER R44 LEADING TO DAY CAMP	Ward 09	No
ROADS & SPEED BUMPS	Ward 09	No
KLEINMOND: MV & LV NETWORK UPGRADE (F1/2)	Ward 09	No
KLEINMOND: MV & LV NETWORK UPGRADE (F2/2)	Ward 09	Yes
KLEINMOND PALMIET PUMP STATION AND BULK PIPELINE REFURBISH	Ward 09	Yes
KLEINMOND - SEWER NETWORK EXTENSION	Ward 09	No
REHABILITATE MAIN BULK SEWER TO WWTW PH1	Ward 09	No
DISABLED TOILET - PRINGLE BAY PUBLIC TOILETS	Ward 10	No
ABLUTION FACILITIES - JOCK'S BAY & SILVERSANDS	Ward 10	No
CEMETERY INFRASTRUCTURE	Ward 10	No
PAVING OF ROADS - ROOIELS	Ward 10	Yes
STREET NAMES	Ward 10	Yes
NEW RESERVOIR FOR PRINGLE BAY (F1/2)	Ward 10	No
NEW RESERVOIR FOR PRINGLE BAY (F2/2)	Ward 10	No
STORMWATER - OVERHILLS	Ward 10	No
STORMWATER NETWORK	Ward 10	No
STORMWATER CHANNELS	Ward 10	Yes
STORMWATER CHANNELS	Ward 10	No
STORMWATER CHANNELS - ROOIELS	Ward 10	No
HIGH RISK FENCING SOLID WASTE TRANSFER STATION	Ward 10	No

Capital Programme by Project by Ward: Year 2019/20		
R' 000		
Capital Project	**Ward(s) affected**	**Works completed (Yes/No)**
CCTV CAMERAS	Ward 11	No
CCTV CAMERAS	Ward 11	No
CCTV CAMERAS	Ward 11	No
REHABILITATE ROADS - STANFORD	Ward 11	Yes
STANFORD TARRING DE BRUYN STREET	Ward 11	No
STANFORD:MV UPGRADE	Ward 11	Yes
WATER STABILIZATION PLANT FOR STANFORD (F1/2)	Ward 11	Yes
WATER STABILIZATION PLANT FOR STANFORD (F2/2)	Ward 11	Yes
WWTW UPGRADE - STANFORD	Ward 11	Yes
ZITHANDE STREET LIGHTS	Ward 12	No
SEWERAGE-BYPASS IN SIPUMELELO CORRIDOR	Ward 12	Yes
WARD 12-STORM WATER DRAINS	Ward 12	Yes
STORMWATER-AMANDLA STREET LINK TO SIPUMELELELO CORRIDOR	Ward 12	Yes
DAVIE'S POOL - PARKING AND STORMWATER	Ward 13	Yes
ABLUTION FACILITIES - ONRUS SWIMMING BEACH	Ward 13	No
ATLANTIC DRIVE	Ward 13	Yes
STREET LIGHTS	Ward 13	Yes
UPGRADING OF KIDBROOKE PIPELINE	Ward 13	No
BUFFELS RIVER & DE BOS DAM INTAKE STRUCTURES AND EQUIPMENT	Multi-area Services Infrastructure Projects	Yes
UPGRADE STORMWATER NETWORK	Multi-ward projects in Gansbaai Area	No
UPGRADE STORMWATER NETWORK	Multi-ward projects in Hermanus Area	Yes

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 2020 is **12 156** applicants. The Municipality managed to deliver **58** new houses in **the Hawston 378 housing project**. We however experienced an increase in the housing demand of **8%** since **1 July 2019**. 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.

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**
Sports Fields:	Currently, Overstrand Municipality has 2 artificial turfs (Kleinmond and Gansbaai) with 7 fields require installation of artificial turfs. 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.	With none existence of land to develop a new sports facilities due to land grabs this will lead to serious confrontation between municipality and interests groups. Clubs has no land for practice purposes, they train in tarred surfaces which may lead to serious injuries.

Appendix R: Declaration of Loans and Grants made by the municipality: 2019/20

Declaration of Loans and Grants made by the municipality: 2019/20					
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		
			2019/20	**2018/19**	**2020/21**
Maatskaplike Dienste Hermanus	Grant-in-aid	None		25	–
Overstrand Association for People with Disabilities	Grant-in-aid	None	35	20	–
Ikamva	Grant-in-aid	None			–
Whale Coast Conservation	Grant-in-aid	None	30		–
Hermanus Botanical Society	Grant-in-aid	None	7	7	–
Kleimond Child Welfare	Grant-in-aid	None	50	20	–
Overstrand Hospice	Grant-in-aid	None		18	–
Hangklip Community Care Centre	Grant-in-aid	None			–
Recycle Swop Shop	Grant-in-aid	None	29	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			
National Sea Rescue Institute	Grant-in-aid	None		30	
GCA	Grant-in-aid	None			
Badisa Herberg- aan- see	Grant-in-aid	None			
Hermanus Hacking Group	Grant-in-aid	None			
Camphill School	Grant-in-aid	None	30	18	–
Stanford Animal welfare	Grant-in-aid	None			

Declaration of Loans and Grants made by the municipality: 2019/20					
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		
			2019/20	2018/19	2020/21
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		20	
Camphill Farm Community	Grant-in-aid	None	50		–
Pearly Shell Service Centre	Grant-in-aid	None		16	
RDP Training Centre	Grant-in-aid	None			
Hermanus Night Shelter	Grant-in-aid	None		12	
Blommeland Day Care	Grant-in-aid	None			
Whale Coast 96 FM	Grant-in-aid	None			
Pearly Beach Conservancy	Grant-in-aid	None	30		–
Women Action Group	Grant-in-aid	None			
Stanford Conservation	Grant-in-aid	None	29	20	–
Dyer Island Conservation Trust	Grant-in-aid	None	50		–
Grootbos Green Futures Foundation	Grant-in-aid	None			
Enlighten Education Trust	Grant-in-aid	Management			
Cancer Association of SA	Grant-in-aid	None			
Sustainable Futures Trust	Grant-in-aid	None			
Child Welfare Hermanus	Grant-in-aid	None	40	30	–
Overberg Aquatic Club					
Franskraal Bowling Club			21	10	–
Hermanus, Stanford en Gansbaai Maatskaplike Dienste	Grant-in-aid	None			
Overstrand Child and Youth Care Centre					
Social Services Hermanus					
Gansbaai day care for children	Grant-in-aid	None		–	
Mayor's Charity Fund			100	132	–
Hermanus Rainbow Trust				–	
Note: No Grant in Aid budget for 2020/21					

Appendix S: MFMA Section 71 Returns Not Made During 2019/20 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	-
	T S

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 2020

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28 February 2021

OVERSTRAND MUNICIPALITY
AUDITED ANNUAL FINANCIAL STATEMENTS

for the year ended 30 June 2020

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 79, 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.

DGI O'Neill
Municipal Manager

26 February 2021

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28 February 2021

Overstrand Municipality

Audited Annual Financial Statements for the year ended 30 June 2020

General Information

Legal form of entity	Municipality Demarcation WC032
Nature of business and principal activities	Local Government
The following is included in the scope of operation	Provision of basic services, eg. electricity, water, sanitation and refuse
Executive Mayor	Ald D Coetzee
Deputy Mayor	Cllr E Gillion
Speaker	Ald A Coetsee
Grading of local authority	Grade 3
Accounting Officer	Mr CC Groenewald
Chief Financial Officer (CFO)	Ms SG Reyneke-Naude
Business address	Magnolia Street Hermanus Western Cape South Africa 7200
Postal address	PO Box 20 Hermanus Western Cape South Africa 7200
Bankers	Nedbank
Auditors	Auditor-General of South Africa
Governing legislation	Local Government: Municipal Finance Management Act, No. 56 of 2003
Contact information	028 313 8000 enquiries@overstrand.gov.za www.overstrand.gov.za

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28 February 2021

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Statement of Financial Position as at 30 June 2020

Figures in Rand	Note(s)	2020	2019 Restated*
Assets			
Current Assets			
Operating lease asset		707,968	721,910
Other assets	8	3,887	7,491
Inventories	9	10,218,828	16,028,995
VAT receivable	10	10,329,913	11,212,563
Receivables from non-exchange transactions	11	51,557,036	53,835,762
Receivables from exchange transactions	12	84,316,064	69,405,208
Cash and cash equivalents	13	653,813,123	533,187,506
		810,946,819	**684,399,435**
Non-Current Assets			
Investment property	2	123,120,500	117,432,500
Property, plant and equipment	3	3,488,697,558	3,405,428,742
Intangible assets	4	9,168,010	8,596,755
Heritage assets	5	130,928,197	130,928,197
Other financial assets	6	46,515,060	50,523,542
Other assets	8	-	3,887
		3,798,429,325	**3,712,913,623**
Total Assets		**4,609,376,144**	**4,397,313,058**
Liabilities			
Current Liabilities			
Employee benefit obligation	7	4,679,000	3,912,891
Unspent conditional grants and receipts	14	31,132,871	10,040,875
Other financial liabilities	15	45,458,487	39,724,556
Provisions	16	37,781,397	29,097,225
Payables from exchange transactions	17	134,897,255	97,921,876
Consumer deposits	18	40,991,840	40,019,681
		294,940,850	**220,717,104**
Non-Current Liabilities			
Employee benefit obligation	7	92,981,000	108,913,863
Other financial liabilities	15	431,474,513	422,933,052
Provisions	16	116,276,417	113,242,881
		640,731,930	**645,089,796**
Total Liabilities		**935,672,780**	**865,806,900**
Net Assets		**3,673,703,364**	**3,531,506,158**
Reserves			
Housing development fund		3,227,164	3,226,954
Accumulated surplus		3,670,476,200	3,528,279,204
Total Net Assets		**3,673,703,364**	**3,531,506,158**



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28 February 2021

* See Note 44

Statement of Financial Performance

Figures in Rand	Note(s)	2020	2019 Restated*
Revenue			
Revenue from exchange transactions			
Service charges	19	699,548,617	648,032,833
Rental of facilities and equipment		5,738,360	6,277,934
Agency services	20	4,376,030	4,884,522
Licences and permits		1,974,981	2,526,365
Other income	21	139,286,575	77,062,684
Investment revenue	22	53,186,030	45,960,105
Fair value adjustments	36	3,899,518	6,610,262
Total revenue from exchange transactions		**908,010,111**	**791,354,705**
Revenue from non-exchange transactions			
Taxation revenue			
Property rates	23	240,914,416	233,092,551
Transfer revenue			
Government grants and subsidies	25	160,532,335	138,257,709
Public contributions and donations	26	3,729,771	26,685,272
Fines, penalties and forfeits		18,210,765	25,672,161
Total revenue from non-exchange transactions		**423,387,287**	**423,707,693**
Total revenue		**1,331,397,398**	**1,215,062,398**
Expenditure			
Employee related costs	27	382,527,443	368,000,044
Remuneration of councillors	28	11,282,325	10,573,228
Depreciation and amortisation	29	132,723,138	129,669,503
Impairment loss/reversal of impairments	30	1,817,842	1,444,354
Finance costs	31	46,570,200	44,920,621
Lease rentals on operating lease		104,747	344,149
Debt impairment	32	23,452,590	17,499,880
Bulk purchases	33	278,484,673	242,613,624
Contracted services	34	177,913,893	186,336,164
Transfers and subsidies	24	559,623	485,850
Loss on disposal of assets and liabilities		1,383,595	609,917
Inventories losses/write-downs		273,228	-
Materials	39	42,301,753	35,049,460
General expenses	35	89,805,147	70,989,151
Total expenditure		**1,189,200,197**	**1,108,535,945**
Surplus for the year		**142,197,201**	**106,526,453**



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* See Note 44

Statement of Changes in Net Assets

Figures in Rand	Housing development fund	Accumulated surplus	Total net assets
Opening balance as previously reported	3,258,818	3,422,258,314	3,425,517,132
Adjustments			
Prior year adjustments	(35,332)	(502,095)	(537,427)
Balance at 01 July 2018 as restated*	**3,223,486**	**3,421,756,219**	**3,424,979,705**
Changes in net assets			
Surplus for the year	-	106,526,453	106,526,453
Transfers to/(from) housing development fund	3,468	(3,468)	-
Total changes	3,468	106,522,985	106,526,453
Opening balance as previously reported	3,263,613	3,527,808,483	3,531,072,096
Adjustments			
Prior year adjustments	(36,660)	470,727	434,067
Restated* Balance at 01 July 2019 as restated*	**3,226,953**	**3,528,279,210**	**3,531,506,163**
Changes in net assets			
Surplus for the year	-	142,197,201	142,197,201
Transfers to/(from) housing development fund	211	(211)	-
Total changes	211	142,196,990	142,197,201
Balance at 30 June 2020	**3,227,164**	**3,670,476,200**	**3,673,703,364**

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28 February 2021

* See Note 44

Cash Flow Statement

Figures in Rand	Note(s)	2020	2019 Restated*
Cash flows from operating activities			
Receipts			
Taxation		238,448,795	230,566,056
Sale of goods and services		689,210,242	643,619,611
Grants		181,624,331	142,357,334
Interest income		53,186,030	45,960,105
Other receipts		175,357,101	128,882,141
		1,337,826,499	1,191,385,247
Payments			
Employee costs		(397,694,197)	(357,563,970)
Suppliers		(278,484,673)	(242,613,624)
Finance costs		(46,570,200)	(44,920,621)
Other payments		(295,986,831)	(330,303,965)
		(1,018,735,901)	(975,402,180)
Net cash flows from operating activities	40	**319,090,598**	**215,983,067**
Cash flows from investing activities			
Purchase of property, plant and equipment	3	(210,038,599)	(170,354,112)
Proceeds from sale of property, plant and equipment	3	3,288,600	(565,840)
Purchase of other intangible assets	4	(1,017,865)	(2,422,704)
Movement in financial assets		(4,980,000)	(4,979,999)
Movement in other assets		7,491	8,213
Net cash flows from investing activities		**(212,740,373)**	**(178,314,442)**
Cash flows from financing activities			
Movement in other financial liabilities		14,275,392	20,551,553
Net cash flows from financing activities		**14,275,392**	**20,551,553**
Net increase/(decrease) in cash and cash equivalents		**120,625,617**	**58,220,178**
Cash and cash equivalents at the beginning of the year		533,187,506	474,967,328
Cash and cash equivalents at the end of the year	13	**653,813,123**	**533,187,506**

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28 February 2021

* See Note 44

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	676,329,816	14,620,000	**690,949,816**	699,548,617	**1.2**	
Rental of facilities and equipment	5,805,000	-	**5,805,000**	5,738,360	**(1.1)**	
Agency services	4,700,000	500,000	**5,200,000**	4,376,030	**(15.8)**	Note 55
Licences and permits	2,462,200	-	**2,462,200**	1,974,981	**(19.8)**	Note 55
Other income	23,603,400	118,514,928	**142,118,328**	139,286,575	**(2.0)**	
Interest received	32,161,100	11,650,001	**43,811,101**	53,186,030	**21.4**	Note 55
Total revenue from exchange transactions	**745,061,516**	**145,284,929**	**890,346,445**	**904,110,593**	**(16.1)**	
Revenue from non-exchange transactions						
Taxation revenue						
Property rates	242,150,000	(100,000)	**242,050,000**	240,914,416	**(0.5)**	
Transfer revenue						
Government grants and subsidies	222,377,369	(49,539,114)	**172,838,255**	160,532,335	**(7.1)**	
Public contributions and donations	-	3,976,079	**3,976,079**	3,729,771	**(6.2)**	
Fines, penalties and forfeits	32,552,220	-	**32,552,220**	18,210,765	**(44.1)**	Note 55
Total revenue from non-exchange transactions	**497,079,589**	**(45,663,035)**	**451,416,554**	**423,387,287**	**(57.9)**	
Total revenue	**1,242,141,105**	**99,621,894**	**1,341,762,999**	**1,327,497,880**	**(74.0)**	
Expenditure						
Employee related costs	(401,702,055)	(506,286)	**(402,208,341)**	(382,527,443)	**(4.9)**	
Remuneration of councillors	(11,382,807)	-	**(11,382,807)**	(11,282,325)	**(0.9)**	
Depreciation and amortisation	(131,285,204)	-	**(131,285,204)**	(132,723,138)	**1.1**	
Impairment loss/ reversal of impairments	-	-	**-**	(1,817,842)	**(100.0)**	Note 55
Finance costs	(51,548,815)	-	**(51,548,815)**	(46,570,200)	**(9.7)**	
Lease rentals on operating lease	(1,415,632)	1,233,671	**(181,961)**	(104,747)	**(42.4)**	Note 55
Debt Impairment	(24,456,320)	-	**(24,456,320)**	(23,452,590)	**(4.1)**	
Bulk purchases	(275,845,018)	(7,000,000)	**(282,845,018)**	(278,484,673)	**(1.5)**	
Contracted services	(207,536,109)	(1,323,676)	**(208,859,785)**	(177,913,893)	**(14.8)**	Note 55
Transfers and subsidies	(580,623)	-	**(580,623)**	(559,623)	**(3.6)**	
Materials	(63,674,510)	16,532,216	**(47,142,294)**	(42,301,753)	**(10.3)**	Note 55
General expenses	(80,535,796)	(34,041,084)	**(114,576,880)**	(89,805,147)	**(21.6)**	Note 55
Total expenditure	**(1,249,962,889)**	**(25,105,159)**	**(1,275,068,048)**	**(1,187,543,374)**	**(212.7)**	
Operating surplus	**(7,821,784)**	**74,516,735**	**66,694,951**	**139,954,506**	**109.8**	
Loss on disposal of assets and liabilities	15,000	(31,700,000)	**(31,685,000)**	(1,383,595)	**(95.6)**	Note 55
Fair value adjustments	1,554,800	(3,554,800)	**(2,000,000)**	3,899,518	**(295.0)**	Note 55
Inventories losses/write-downs	-	-	**-**	(273,228)	**(100.0)**	Note 55
	1,569,800	**(35,254,800)**	**(33,685,000)**	**2,242,695**	**(490.6)**	
Surplus before taxation	**(6,251,984)**	**39,261,935**	**33,009,951**	**142,197,201**	**330.8**	
Actual Amount on Comparable Basis as Presented in the Budget and Actual Comparative Statement	**(6,251,984)**	**39,261,935**	**33,009,951**	**142,197,201**	**330.8**	

AUDITOR-GENERAL SOUTH AFRICA

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28 February 2021

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						
Operating lease asset	-	-	-	707,968	**100.0**	Note 55
Other assets	6,587	-	**6,587**	3,887	**(41.0)**	Note 55
Inventories	30,752,143	(21,752,000)	**9,000,143**	10,218,828	**13.5**	Note 55
VAT receivable	-	-	-	10,329,913	**100.0**	Note 55
Receivables from non-exchange transactions	-	-	-	51,557,036	**100.0**	Note 55
Receivables from exchange transactions	35,523,357	-	**35,523,357**	84,316,064	**137.4**	Note 55
Consumer debtors	73,133,520	-	**73,133,520**	-	**(100.0)**	Note 55
Cash and cash equivalents	444,119,522	129,606,872	**573,726,394**	653,813,123	**14.0**	Note 55
	583,535,129	**107,854,872**	**691,390,001**	**810,946,819**	**323.9**	
Non-Current Assets						
Investment property	**114,846,000**	**7,000,000**	**121,846,000**	123,120,500	**1.0**	
Property, plant and equipment	3,521,438,847	(17,576,953)	**3,503,861,894**	3,488,697,558	**(0.4)**	
Intangible assets	**5,323,069**	-	**5,323,069**	9,168,010	**72.2**	Note 55
Heritage assets	124,182,197	-	**124,182,197**	130,928,197	**5.4**	
Other financial assets	57,885,203	(11,000,000)	**46,885,203**	46,515,060	**(0.8)**	
Other assets	3,644	-	**3,644**	-	**(100.0)**	Note 55
	3,823,678,960	**(21,576,953)**	**3,802,102,007**	**3,798,429,325**	**(22.6)**	
Total Assets	**4,407,214,089**	**86,277,919**	**4,493,492,008**	**4,609,376,144**	**301.0**	
Liabilities						
Current Liabilities						
Employee benefit obligation	-	-	-	4,679,000	**100.0**	Note 55
Unspent conditional grants and receipts	-	-	-	31,132,871	**100.0**	Note 55
Other financial liabilities	42,244,047	-	**42,244,047**	45,458,487	**7.6**	
Provisions	33,570,239	-	**33,570,239**	37,781,397	**12.5**	Note 55
Payables from exchange transactions	95,207,022	(21,752,000)	**73,455,022**	134,897,255	**83.6**	Note 55
Consumer deposits	63,074,270	-	**63,074,270**	40,991,840	**(35.0)**	Note 55
	234,095,578	**(21,752,000)**	**212,343,578**	**294,940,850**	**268.7**	
Non-Current Liabilities						
Employee benefit obligation	-	-	-	92,981,000	**100.0**	Note 55
Other financial liabilities	455,452,582	(20,300,000)	**435,152,582**	431,474,513	**(0.8)**	
Provisions	239,094,584	-	**239,094,584**	116,276,417	**(51.4)**	Note 55
	694,547,166	**(20,300,000)**	**674,247,166**	**640,731,930**	**47.8**	
Total Liabilities	**928,642,744**	**(42,052,000)**	**886,590,744**	**935,672,780**	**317.0**	
Net Assets	**3,478,571,345**	**128,329,919**	**3,606,901,264**	**3,673,703,364**	**(16.0)**	
Net Assets						
Reserves						
Housing development fund	3,340,000	-	**3,340,000**	3,227,164	**(3.4)**	
Accumulated surplus	3,475,231,345	128,329,919	**3,603,561,264**	3,670,476,200	**1.9**	
Total Net Assets	**3,478,571,345**	**128,329,919**	**3,606,901,264**	**3,673,703,364**	**(1.5)**	

AUDITOR-GENERAL SOUTH AFRICA
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26 February 2021

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	241,063,040	(87,030)	**240,976,010**	238,448,795	**(1.0)**	
Sale of goods and services	696,321,291	14,606,766	**710,928,057**	689,210,242	**(3.1)**	
Grants	222,377,369	(49,539,114)	**172,838,255**	181,624,331	**5.1**	
Interest income	32,161,100	11,650,001	**43,811,101**	53,186,030	**21.4**	Note 55
Other receipts	66,178,933	112,436,471	**178,615,404**	175,357,101	**(1.8)**	
	1,258,101,733	**89,067,094**	**1,347,168,827**	**1,337,826,499**	**20.6**	
Payments						
Employee costs	(387,941,055)	282,714	**(387,658,341)**	(397,694,197)	**2.6**	
Suppliers	(275,879,707)	(5,000,000)	**(280,879,707)**	(278,484,673)	**(0.9)**	
Finance costs	(51,548,815)	-	**(51,548,815)**	(46,570,200)	**(9.7)**	
Other payments	(354,212,058)	24,506,710	**(329,705,348)**	(295,986,831)	**(10.2)**	Note 55
	(1,069,581,635)	**19,789,424**	**(1,049,792,211)**	**(1,018,735,901)**	**(18.2)**	
Net cash flows from operating activities	**188,520,098**	**108,856,518**	**297,376,616**	**319,090,598**	**3.0**	
Cash flows from investing activities						
Purchase of property, plant and equipment	(261,676,920)	(14,123,047)	**(275,799,967)**	(210,038,599)	**(23.8)**	Note 55
Proceeds from sale of property, plant and equipment	-	-	-	3,288,600	**100.0**	Note 55
Purchase of other intangible assets	-	-	-	(1,017,865)	**(100.0)**	Note 55
Movement in financial assets	(7,338,916)	11,000,000	**3,661,084**	(4,980,000)	**(236.0)**	Note 55
Movement in other assets	9,851	-	**9,851**	7,491	**(24.0)**	Note 55
Net cash flows from investing activities	**(269,005,985)**	**(3,123,047)**	**(272,129,032)**	**(212,740,373)**	**(283.8)**	
Cash flows from financing activities						
Movement in other financial liabilities	35,591,304	(20,300,000)	**15,291,304**	14,275,392	**(6.6)**	
Net increase/(decrease) in cash and cash equivalents	(44,894,583)	85,433,471	**40,538,888**	120,625,617	**(288.0)**	
Cash and cash equivalents at the beginning of the year	489,014,105	44,173,401	**533,187,506**	533,187,506		
Cash and cash equivalents at the end of the year	**444,119,522**	**129,606,872**	**573,726,394**	**653,813,123**	**(288.0)**	

AUDITOR-GENERAL SOUTH AFRICA

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28 February 2021

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 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.

A summary of the significant accounting policies, which have been consistently applied in the preparation of these audited annual financial statements, are disclosed below.

These accounting policies are consistent with the previous period.

1.1 Presentation currency

These audited annual financial statements are presented in South African Rand, which is the functional currency of the municipality. All financial information has been rounded off to the nearest Rand.

1.2 Going concern assumption

These audited annual financial statements have been prepared based on the expectation that the municipality will continue to operate as a going concern for at least the next 12 months.

In assessing whether the going concern assumption is appropriate under the current economic climate resulting from the COVID-19 pandemic, management considered a wide range of factors including the current and expected performance of the municipality, any announced and potential restructuring of organisational units, the likelihood of continued government funding and, if necessary, potential sources of replacement funding.

1.3 Materiality

Material omissions or misstatements of items are material if they could, individually or collectively, influence the decisions or assessments of users made on the basis of the financial statements. Materiality depends on the nature or size of the omission or misstatement judged in the surrounding circumstances. The nature or size of the information item, or a combination of both, could be the determining factor.

Assessing whether an omission or misstatement could influence decisions of users, and so be material, requires consideration of the characteristics of those users. The Framework for the Preparation and Presentation of Financial Statements states that users are assumed to have a reasonable knowledge of government, its activities, accounting and a willingness to study the information with reasonable diligence. Therefore, the assessment takes into account how users with such attributes could reasonably be expected to be influenced in making and evaluating decisions.

When the final accounts have been closed, any transaction that occurs in respect of a prior period, is considered by management individually and collectively for materiality and the annual financial statements are amended with transactions that are material in amount or by nature.

1.4 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.

The municipality strives toward ethical reporting thus transparent insights into the applied judgements and financial uncertainties, which the municipality faces as a result of the COVID-19 pandemic, have been included in the accounting policies and/or notes to the financial statements.

Significant judgements include:

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1.4 Significant judgements and sources of estimation uncertainty (continued)

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 16 - 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.

1.5 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.

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1.5 Investment property (continued)

Property interests held under operating leases are classified and accounted for as investment property.

When classification is difficult, the criteria used to distinguish investment property from owner-occupied property and from property held for sale in the ordinary course of operations, are as follows:

- All properties held to earn market-related rentals or for capital appreciation or both and that are not for administrative purposes and that will not be sold in the ordinary course of operations are classified as investment properties.
- Land held for currently undetermined future use.
- Lease 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 is not seen as investment properties. The rental revenue generated is incidental to the purposes for which the property is held.

1.6 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 monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, it's deemed cost is the carrying amount of the asset(s) given up.

When significant components of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

Property, plant and equipment is carried at cost less accumulated depreciation and any impairment losses.

Property, plant and equipment are depreciated on the straight line basis over their expected useful lives to their estimated residual value.

The useful lives of items of property, plant and equipment have been assessed as follows:

Item	Depreciation method	Average useful life in years
Buildings	Straight line	5 to 30
Furniture and fixtures	Straight line	3 to 15
Motor vehicles	Straight line	4 to 10
Office equipment	Straight line	3 to 15
Infrastructure		
• Roads	Straight line	3 to 60
• Pedestrian malls	Straight line	25 to 80
• Electricity	Straight line	3 to 60
• Water	Straight line	5 to 100
• Sewerage	Straight line	10 to 60
• Housing	Straight line	30
Bins and containers	Straight line	10 to 15

The municipality assesses at each reporting date whether there is any indication that the municipality's expectations about the residual value and the useful life of an asset have changed since the preceding reporting date. If any such indication exists, the municipality revises the expected useful life and/or residual value accordingly. The change is accounted for as a change in an accounting estimate.

The depreciation charge for each period is recognised in surplus or deficit unless it is included in the carrying amount of another asset.

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 of the asset.

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1.6 Property, plant and equipment (continued)

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 as historical cost. Depreciation only commences when the asset is available for use.

The municipality separately discloses expenditure to repair and maintain property, plant and equipment in the notes to the financial statements (see note 38).

The municipality discloses relevant information relating to assets under construction or development, in the notes to the financial statements (see note 3).

1.7 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.

Intangible assets are carried at cost less any accumulated amortisation and any impairment losses.

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.

Amortisation is provided to write down the intangible assets, on a straight line basis, to their residual values as follows:

Item	Amortisation method	Average useful life in years
Computer software, other	Straight line	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.

1.8 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.

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1.8 Heritage assets (continued)

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 an 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 as 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.

The municipality separately discloses expenditure to repair and maintain heritage assets in the notes to the financial statements (see note 38).

The municipality discloses relevant information relating to assets under construction or development, in the notes to the financial statements (see note 5).

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 assesses 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.

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.

1.9 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.

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1.9 Financial Instruments (continued)

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 an 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 transactions	Financial asset measured at amortised cost
Receivables from non-exchange transactions	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
Statutory receivables	Financial asset measured at amortised cost

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 transactions	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.

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 (assets and liabilities).
- Financial instruments at amortised cost (assets and liabilities).
- Financial instruments at cost (assets).

All financial assets measured at amortised cost, or cost, are subject to an impairment review.

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1.9 Financial Instruments (continued)

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 is 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 receivables is based on an assessment of the past payment history of fines per category.

Non-collection of amounts due either based on history or due to the economic downturn as a result of the COVID-19 pandemic, is a subsequent measurement issue that affects the impairment of receivables.

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.

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 recognise 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.

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1.9 Financial instruments (continued)

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).

1.10 Statutory receivables

Identification

Statutory receivables are receivables that arise from legislation, supporting regulations, or similar means, and require settlement by another entity in cash or another financial asset.

Carrying amount is the amount at which an asset is recognised in the statement of financial position.

The cost method is the method used to account for statutory receivables that requires such receivables to be measured at their transaction amount, plus any accrued interest or other charges (where applicable) and, less any accumulated impairment losses and any amounts derecognised.

Nominal interest rate is the interest rate and/or basis specified in legislation, supporting regulations or similar means.

The transaction amount for a statutory receivable means the amount specified in, or calculated, levied or charged in accordance with, legislation, supporting regulations, or similar means.

Recognition

The municipality recognises statutory receivables as follows:

- if the transaction is an exchange transaction, using the policy on Revenue from exchange transactions;
- if the transaction is a non-exchange transaction, using the policy on Revenue from non-exchange transactions (Taxes and transfers); or
- if the transaction is not within the scope of the policies listed in the above or another Standard of GRAP, the receivable is recognised when the definition of an asset is met and, when it is probable that the future economic benefits or service potential associated with the asset will flow to the entity and the transaction amount can be measured reliably.

Subsequent measurement

The municipality measures statutory receivables after initial recognition using the cost method. Under the cost method, the initial measurement of the receivable is changed subsequent to initial recognition to reflect any:

- interest or other charges that may have accrued on the receivable (where applicable);
- impairment losses; and
- amounts derecognised.

Derecognition

The municipality derecognises a statutory receivable, or a part thereof, when:

- the rights to the cash flows from the receivable are settled, expire or are waived;
- the municipality transfers to another party substantially all of the risks and rewards of ownership of the receivable; or
- the municipality, despite having retained some significant risks and rewards of ownership of the receivable, has transferred control of the receivable to another party and the other party has the practical ability to sell the receivable 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 entity:
  - derecognise the receivable; and
  - recognise separately any rights and obligations created or retained in the transfer.

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1.10 Statutory receivables (continued)

The carrying amounts of any statutory receivables transferred are allocated between the rights or obligations retained and those transferred on the basis of their relative fair values at the transfer date. The entity considers whether any newly created rights and obligations are within the scope of the Standard of GRAP on Financial Instruments or another Standard of GRAP. Any difference between the consideration received and the amounts derecognised and, those amounts recognised, are recognised in surplus or deficit in the period of the transfer.

1.11 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.

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.

1.12 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.

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.

The municipality recognises housing inventory (land) that it controls, having identified it for low cost housing before entering into an arrangement with the Provincial Department of Human Settlement.

1.13 Construction contracts and receivables

Construction contract is a contract, or a similar binding arrangement, specifically negotiated for the construction of an asset or a combination of assets that are closely interrelated or interdependent in terms of their design, technology and function or their ultimate purpose or use.

Contractor is an entity that performs construction work pursuant to a construction contract.

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1.13 Construction contracts and receivables (continued)

Fixed price contract is a construction contract in which the contractor agrees to a fixed contract price, or a fixed rate per unit of output, which in some cases is subject to cost escalation clauses.

A contractor is an entity that enters into a contract to build structures, construct facilities, produce goods, or render services to the specifications of another entity either itself or through the use of sub-contractors. The term "contractor" thus includes a general or prime contractor, a subcontractor to a general contractor, or a construction manager.

The entity assesses the terms and conditions of each contract concluded with customers to establish whether the contract is a construction contract or not. In assessing whether the contract is a construction contract, an entity considers whether it is a contractor.

Where the outcome of a construction contract can be estimated reliably, contract revenue and costs are recognised by reference to the stage of completion of the contract activity at the reporting date, as measured by the proportion that contract costs incurred for work performed to date bear to the estimated total contract costs.

1.14 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 or 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 service amount is the higher of a non-cash-generating asset's fair value less costs to sell and its value in use.

Designation

The municipality does not control any assets that are used with the objective of generating a commercial return. The municipality's primary objective is service delivery and tariffs are cost reflective to ensure continued financial sustainability. The municipality has designated all of its assets as non-cash-generating as its objective is not to use the assets to generate a commercial return but to deliver services.

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.

1.15 Employee benefits

Employee benefits are all forms of consideration given by an entity in exchange for service rendered by employees.

Other long-term employee benefits are employee benefits (other than post-employment benefits and termination benefits) that are not due to be settled within twelve months after the end of the period in which the employees render the related service.

Composite social security programmes are established by legislation and operate as multi-employer plans to provide post-employment benefits as well as to provide benefits that are not consideration in exchange for service rendered by employees.

A constructive obligation is an obligation that derives from a municipality's actions where by an established pattern of past practice, published policies or a sufficiently specific current statement, the municipality has indicated to other parties that it will accept certain responsibilities and as a result, the municipality has created a valid expectation on the part of those other parties that it will discharge those responsibilities.

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1.15 Employee benefits (continued)

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 cell phones) 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 measures 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.

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-administrated 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.

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1.15 Employee benefits (continued)

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.

1.16 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 effects of discounting is material, provisions are determined by discounting the expected future cash flows that reflect current market assessments of the time value for 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.

A provision is used only for expenditures for which the provision was originally recognised.

Provisions are not recognised for future operating surplus/(deficit).

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 42.

1.17 Commitments

Capital commitments disclosed in the annual financial statements represent the contractual balance committed to capital projects on reporting date that will be incurred in the period subsequent to the specific reporting date. The municipality discloses capital commitments exclusive of VAT.

1.18 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.

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1.18 Revenue from exchange transactions (continued)

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 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.

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 and electricity card is purchased or additional units of electricity loaded onto a pre-paid card.

Service charges relating to refuse removal are recognised on a monthly basis in arrears by applying the approved tariff to each property that has a water connection. Tariffs are determined per category of property usage and are levied monthly based on the number of refuse containers on each property, regardless of whether or not all containers are emptied during the month.

Service charges from sewerage and sanitation are charged on both vacant and developed property using the tariffs approved from Council and are levied monthly.

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1.18 Revenue from exchange transactions (continued)

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
- The amount of the revenue can be measured reliably.

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.

1.19 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, a 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.

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.

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Accounting Policies

1.19 Revenue from non-exchange transactions (continued)

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. Assets arising from fines are initially measured at its fair value at the date of acquisition, which is the best estimate of inflow of economic benefits. The probability of non-payement is not considered at initial recognition. The non-payment of traffic fines is estimated at subsequent measurement with reference to historical data and payment trend analysis.

Subsequent to initial recognition and measurement, the municipality assesses the collectability of the revenue and recognises a separate impairment loss, where appropriate.

Bequests

Bequests that satisfy the definition of an asset are recognised as assets and revenue when it is probable that the future economic benefits or service potential will flow to the municipality, and the fair value of the assets can be measured reliably.

Gifts and donations, including goods in-kind

Gifts and donations, including goods in-kind, are recognised as assets and revenue when it is probable that the future economic benefits or service potential will flow to the municipality and the fair value of the assets can be measured reliably.

1.20 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.

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1.21 Accounting by principals and agents

Identification

An agent is an entity that has been directed by another entity (a principal), through a binding arrangement, to undertake transactions with third parties on behalf of the principal and for the benefit of the principal.

A principal is an entity that directs another entity (an agent), through a binding arrangement, to undertake transactions with third parties on its behalf and for its own benefit.

A principal-agent arrangement results from a binding arrangement in which one entity (an agent), undertakes transactions with third parties on behalf, and for the benefit of, another entity (the principal).

Identifying whether an entity is a principal or an agent

When the municipality is party to a principal-agent arrangement, it assesses whether it is the principal or the agent in accounting for revenue, expenses, assets and/or liabilities that result from transactions with third parties undertaken in terms of the arrangement.

The assessment of whether a municipality is a principal or an agent requires the municipality to assess whether the transactions it undertakes with third parties are for the benefit of another entity or for its own benefit.

Binding arrangement

The municipality assesses whether it is an agent or a principal by assessing the rights and obligations of the various parties established in the binding arrangement.

Where the terms of a binding arrangement are modified, the parties to the arrangement re-assess whether they act as a principal or an agent.

Assessing which entity benefits from the transactions with third parties

When the municipality in a principal-agent arrangement concludes that it undertakes transactions with third parties for the benefit of another entity, then it is the agent. If the municipality concludes that it is not the agent, then it is the principal in the transactions.

The municipality is an agent when, in relation to transactions with third parties, all three of the following criteria are present:

- It does not have the power to determine the significant terms and conditions of the transaction.
- It does not have the ability to use all, or substantially all, of the resources that result from the transaction for its own benefit.
- It is not exposed to variability in the results of the transaction.

Where the municipality has been granted specific powers in terms of legislation to direct the terms and conditions of particular transactions, it is not required to consider the criteria of whether it does not have the power to determine the significant terms and conditions of the transaction, to conclude that is an agent. The municipality applies judgement in determining whether such powers exist and whether they are relevant in assessing whether the municipality is an agent.

Recognition

The municipality, as a principal, recognises revenue and expenses that arise from transactions with third parties in a principal-agent arrangement in accordance with the requirements of the relevant Standards of GRAP.

The municipality, as an agent, recognises only that portion of the revenue and expenses it receives or incurs in executing the transactions on behalf of the principal in accordance with the requirements of the relevant Standards of GRAP.

The municipality recognises assets and liabilities arising from principal-agent arrangements in accordance with the requirements of the relevant Standards of GRAP.

1.22 Comparative figures

Where necessary, comparative figures have been reclassified to conform to changes in presentation in the current year.

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Accounting Policies

1.23 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) of the MFMA, 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 until it is recovered or impaired.

1.24 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 until it is recovered or impaired.

1.25 Irregular expenditure

According to section 1 of the MFMA: "irregular expenditure", in relation to a municipality or municipal entity, means -

(a) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of this Act and which has not been condoned in terms of section 170; or
(b) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the Municipal Systems Act and which has not been condoned in terms of that Act; or
(c) expenditure incurred by a municipality in contravention of, or that is not in accordance with, a requirement of the Public Office-Bearers Act, 1998 (Act No. 20 of 1998); or
(d) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the supply chain management policy of the municipality or entity or any of the municipality's by-laws giving effect to such policy and which has not been condoned in terms of such policy or by-law;

but excludes expenditure by a municipality which falls within the definition of unauthorised expenditure.

Irregular expenditure is recognised, in accordance with its nature, as an expense in the Statement of Financial Performance during the period that it occurred.

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.

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1.26 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.

1.27 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.

The balance of the Self-Insurance Reserve is determined based on surpluses accumulated since inception.

These surpluses arise from the differences between claims received against claims paid and various administrative expenditure incurred.

At the end of each financial year the surplus as computed per above is transferred from Accumulated surplus to Self-Insurance Reserve.

1.28 Budget information

Municipalities 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 the municipality shall provide information on whether resources were obtained and used in accordance with the legally adopted budget.

The approved budget is prepared on an accrual basis and presented by functional classification linked to performance outcome objectives.

The approved budget covers the fiscal period from 2019/07/01 to 2020/06/30.

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.

The Statement of comparison of budget and actual amounts 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. Differences above 10% will be explained in note 54.

1.29 Related parties

A related party is a person or an entity with the ability to control or jointly control the other party, or exercise significant influence over the other party, or vice versa, or an entity that is subject to common control, or joint control.

Control is the power to govern the financial and operating policies of an entity so as to obtain benefits from its activities.

Joint control is the agreed sharing of control over an activity by a binding arrangement, and exists only when the strategic financial and operating decisions relating to the activity require the unanimous consent of the parties sharing control (the venturers).

Related party transaction is a transfer of resources, services or obligations between the reporting entity and a related party, regardless of whether a price is charged.

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1.29 Related parties (continued)

Significant influence is the power to participate in the financial and operating policy decisions of an entity, but is not control over those policies.

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.

The municipality is exempt from disclosure requirements in relation to related party transactions if that transaction occurs within normal supplier and/or client/recipient relationships on terms and conditions no more or less favourable than those which it is reasonable to expect the municipality to have adopted if dealing with that individual entity or person in the same circumstances and terms and conditions are within the normal operating parameters established by that reporting entity's legal mandate.

Where the municipality is exempt from the disclosures in accordance with the above, the municipality discloses narrative information about the nature of the transactions and the related outstanding balances, to enable users of the entity's financial statements to understand the effect of related party transactions on its audited annual financial statements.

Only transactions with related parties not at arm's length or not in the ordinary course of business are disclosed.

1.30 Events after reporting date

Events after reporting date are those events, both favourable and unfavourable, that occur between the reporting date and the date when the financial statements are authorised for issue. Two types of events can be identified:

- those that provide evidence of conditions that existed at the reporting date (adjusting events after the reporting date); and
- those that are indicative of conditions that arose after the reporting date (non-adjusting events after the 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.

Within the municipal space the effects of the COVID-19 outbreak are likely to be a current-period events, which will require ongoing evaluation to determine the extent to which developments, after the reporting date should be recognized in the reporting period.

1.31 Service concession arrangements: Entity as grantor

Identification

Service concession arrangement is a contractual arrangement between a grantor and an operator in which an operator uses the services concession asset to provide a mandated function on behalf of a grantor for a specified period, where the operator is compensated for its services over the period of service concession arrangement.

A grantor is the entity that grants the right to use the service concession asset to the operator.

A mandated function involves the delivery of a public service by an operator on behalf of a grantor that falls within the grantor's mandate.

An operator is the entity that uses the service concession asset to provide a mandated function subject to the grantor's control of the asset.

A service concession asset is an asset used to provide a mandated function in a service concession arrangement that:

- is provided by the operator which:
  - the operator constructs, develops, or acquires from a third party; or
  - is an existing asset of the operator; or
- is provided by the grantor which:
  - is an existing asset of the grantor; or
  - is an upgrade to an existing asset of the grantor.

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Accounting Policies

1.31 Service concession arrangements: Entity as grantor (continued)

Recognition of asset and liability

The entity recognises an asset provided by the operator and an upgrade to an existing asset of the entity, as a service concession asset if the entity controls or regulates what services the operator must provide with the asset, to whom it must provide them, and at what price, and if the entity controls (through ownership, beneficial entitlement or otherwise) any significant residual interest in the asset at the end of the term of the arrangement. This applies to an asset used in a service concession arrangement for its entire economic life (a "whole-of-life" asset).

After initial recognition or reclassification, service concession assets are clearly identified from other assets within the same asset category, and are clearly identified from owned and/or leased assets.

Where the entity recognises a service concession asset, and the asset is not an existing asset of the entity (grantor), the entity (grantor) also recognises a liability.

The entity does not recognise a liability when an existing asset of the entity is reclassified as a service concession asset, except in circumstances where additional consideration is provided by the operator.

Measurement of asset and liability

The entity initially measures the service concession asset as follows:

- Where the asset is not an existing asset of the entity, the asset is measured at its fair value.
- Where the asset is an existing asset of the entity and it meets the recognition criteria of a service concession asset, the asset is reclassified as a service concession asset, and the asset is accounted for in accordance with the policy on Investment property, Property, plant and equipment, Intangible assets, or Heritage assets, as appropriate.

The entity initially measures the liability at the same amount as the service concession asset, adjusted by the amount of any other consideration from the entity to the operator, or from the operator to the entity.

Financial liability model

Where the entity has an unconditional obligation to pay cash or another financial asset to the operator for the construction, development, acquisition, or upgrade of a service concession asset, the entity accounts for the liability as a financial liability.

The entity allocates the payments to the operator and accounts for them according to their substance as a reduction in the liability recognised, a finance charge, and charges for services provided by the operator.

The finance charge and charges for services provided by the operator in a service concession arrangement are accounted for as expenses.

Where the asset and service components of a service concession arrangement are separately identifiable, the service components of payments from the entity to the operator are allocated by reference to the relative fair values of the service concession asset and the services.

Where the asset and service components are not separately identifiable, the service component of payments from the entity to the operator is determined using estimation techniques.

Grant of a right to the operator model

Where the entity does not have an unconditional obligation to pay cash or another financial asset to the operator for the construction, development, acquisition, or upgrade of a service concession asset, and grants the operator the right to earn revenue from third-party users or another revenue-generating asset, the entity accounts for the liability as the unearned portion of the revenue arising from the exchange of assets between the entity and the operator.

The entity recognises revenue and reduces the liability according to the substance of the service concession arrangement.

Dividing the arrangement

If the entity pays for the construction, development, acquisition, or upgrade of a service concession asset partly by incurring a financial liability and partly by the grant of a right to the operator, it accounts separately for each part of the total liability.

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Accounting Policies

1.31 Service concession arrangements: Entity as grantor (continued)

Other liabilities, contingent liabilities and contingent assets

The entity accounts for other liabilities, contingent liabilities, and contingent assets arising from a service concession arrangement in accordance with the policy on Provisions, Contingent liabilities and contingent assets and Financial instruments.

Other revenues

The entity accounts for revenues from a service concession arrangement, other than those relating to the grant of a right to the operator model, in accordance with the Standard of GRAP on Revenue from exchange transactions.

Recognition of the performance obligation and the right to receive a significant interest in a service concession asset

If the entity controls a significant residual interest in a service concession asset at the end of the service concession arrangement through ownership, beneficial entitlement or otherwise, and the arrangement does not constitute a finance or an operating lease, the entity recognises its right to receive the residual interest (i.e. a receivable) in the service concession asset at the commencement of the arrangement.

The right to receive a residual interest in the service concession asset to be received at the end of the arrangement, is an exchange consideration. This is because the entity will receive an asset in exchange for granting the operator access to the asset while providing a mandated function on its behalf in accordance with the substance of the arrangement.

In terms of the policy on Revenue from exchange transactions, the exchange consideration is recognised and measured at fair value. The value of the receivable (the right to the residual interest in the asset), receivable at the end of the service concession arrangement, reflects the value of the service concession asset as if it were already in the age and in the condition expected at the end of the service concession arrangement.

When the entity recognises the right to receive a residual interest in the service concession asset, it also recognises its performance obligation for granting the operator access to the service concession asset in accordance with the substance of the arrangement. The value of the performance obligation is the same as the receivable interest recognised at the commencement of the service concession arrangement.

The performance obligation is reduced and revenue is recognised based on the substance of the arrangement.

Where service concession arrangements include provisions to adjust the arrangement for changes, the effect of such changes is deemed to have taken place at the inception of the service concession arrangements.

1.32 Offsetting

Assets, liabilities, revenue and expenses have not been offset except when offsetting is required or permitted by a Standard of GRAP.

1.33 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

The ASB Directive 5 sets out the principles for the application of the GRAP 3 guideline in the determination of the GRAP Reporting 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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Notes to the Audited Annual Financial Statements

Figures in Rand	2020	2019

2. Investment property

	2020			2019		
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Investment property	123,120,500	-	123,120,500	117,432,500	-	117,432,500

Reconciliation of investment property - 2020

	Opening balance	Transfers	Fair value adjustments	Total
Investment property	117,432,500	(7,200,000)	12,888,000	123,120,500

Reconciliation of investment property - 2019

	Opening balance	Transfers	Fair value adjustments	Total
Investment property	111,771,000	-	5,661,500	117,432,500

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.

Amounts recognised in surplus or deficit

Rental revenue from investment property	1,209,565	1,367,061

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 38 for repairs and maintenance.

No Investment properties are held as security for liabilities of the municipality.

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3. Property, plant and equipment

	2020			2019		
	Cost / Valuation	**Accumulated depreciation and accumulated impairment**	**Carrying value**	**Cost / Valuation**	**Accumulated depreciation and accumulated impairment**	**Carrying value**
Land	409,816,796	(425,208)	409,391,588	369,554,335	(425,208)	369,129,127
Buildings	151,806,735	(64,500,012)	87,306,723	151,806,735	(60,785,721)	91,021,014
Plant and machinery	12,409,089	(6,386,609)	6,022,480	9,807,172	(5,883,329)	3,923,843
Motor vehicles	99,667,454	(21,593,732)	78,073,722	82,782,605	(21,766,765)	61,015,840
Office equipment	27,255,958	(17,082,402)	10,173,556	24,656,120	(15,706,657)	8,949,463
Infrastructure	4,847,192,070	(2,156,328,472)	2,690,863,598	4,709,912,006	(2,043,045,038)	2,666,866,968
Community	343,970,402	(137,104,511)	206,865,891	331,889,133	(127,366,646)	204,522,487
Total	**5,892,118,504**	**(2,403,420,946)**	**3,488,697,558**	**5,680,408,106**	**(2,274,979,364)**	**3,405,428,742**

Reconciliation of property, plant and equipment - 2020

	Opening balance	**Additions**	**Disposals**	**Transfers**	**Under construction**	**Depreciation**	**Impairment loss**	**Total**
Land	369,129,127	31,461,627	(10,062)	8,810,896	-	-	-	409,391,588
Buildings	91,021,014	-	-	-	-	(3,714,291)	-	87,306,723
Plant and machinery	3,923,843	2,535,375	-	77,579	329,348	(778,972)	(64,693)	6,022,480
Motor vehicles	61,015,840	22,437,207	(1,461,699)	-	-	(2,683,256)	(1,234,370)	78,073,722
Office equipment	8,949,463	3,126,760	-	-	-	(1,826,401)	(76,266)	10,173,556
Infrastructure	2,666,866,968	13,365,681	-	-	124,623,753	(113,550,292)	(442,512)	2,690,863,598
Community	204,522,487	181,743	-	(77,579)	11,977,105	(9,737,865)	-	206,865,891
	3,405,428,742	**73,108,393**	**(1,471,761)**	**8,810,896**	**136,930,206**	**(132,291,077)**	**(1,817,841)**	**3,488,697,558**

3. Property, plant and equipment (continued)

Reconciliation of property, plant and equipment - 2019

	Opening balance	Additions	Disposals	Transfers	Under construction	Depreciation	Impairment loss	Total
Land	370,606,967	1,694,735	(5,154)	(3,167,421)	-	-	-	369,129,127
Buildings	94,594,368	227,607	-	-	-	(3,800,961)	-	91,021,014
Plant and machinery	3,542,364	1,120,138	-	-	-	(738,659)	-	3,923,843
Motor vehicles	49,487,130	15,045,069	(1)	-	-	(3,292,411)	(223,947)	61,015,840
Office equipment	8,672,909	2,180,128	(38,922)	-	-	(1,852,123)	(12,529)	8,949,463
Infrastructure	2,658,349,136	35,634,566	-	-	85,381,238	(111,290,094)	(1,207,878)	2,666,866,968
Community	183,622,272	27,431,099	-	-	1,639,532	(8,170,416)	-	204,522,487
	3,368,875,146	**83,333,342**	**(44,077)**	**(3,167,421)**	**87,020,770**	**(129,144,664)**	**(1,444,354)**	**3,405,428,742**

Details of property, plant and equipment sales

Proceeds from sale of property, plant and equipment

- Carrying value	1,471,761	44,077
- Gain/(loss) on disposal	1,816,839	(609,916)
	3,288,600	**(565,839)**

Reconciliation of Work-in-Progress 2020

	Included within Infrastructure	Included within Community	Included within Other PPE	Total
Opening balance	143,233,299	2,272,880	-	145,506,179
Additions/capital expenditure	124,623,754	11,977,105	329,348	136,930,207
Transferred to completed items	(147,734,194)	(5,004,547)	-	(152,738,741)
Transferred between categories	-	(77,579)	77,579	-
	120,122,859	**9,167,859**	**406,927**	**129,697,645**

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3. Property, plant and equipment (continued)

Reconciliation of Work-in-Progress 2019

	Included within Infrastructure	Included within Community	Total
Opening balance	92,932,174	6,854,954	99,787,128
Additions/capital expenditure	85,381,237	1,639,532	87,020,769
Transferred to completed items	(35,080,112)	(6,221,606)	(41,301,718)
	143,233,299	**2,272,880**	**145,506,179**

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 38 for repairs and maintenance.

No Property, plant and equipment are held as security for liabilities of the municipality.

Property, plant and equipment under construction was suspended during the year due to the national lockdown for COVID-19. The carrying amount of these assets were R129,697,645. No impairment losses has been recognised as construction resumed after the appropriate lockdown level was achieved.

Included in above infrastructure is conssession arrangement assets.

Overstrand municipality is the water services authority (WSA) and water services provider (WSP) for its area of jurisdiction. The municipality has invested in upgrading infrastructure and technology associated with the bulk infrastructure. The municipality intends to procure a contractor to manage, operate, monitor and maintain the municipality's water and waste water bulk works for a period of at least 15 years. The scope in the contracting out of the function of operating, maintaining and monitoring the municipality's bulk works, to achieve the technical specicications. A conssession arrangement has been entered into between the municipality and Veolia Water Solutions and Technologies South Africa (Pty) Ltd, effective from 8 December 2018 for 15 years. The municipality shall have the right to extend the contract for a further 5 years provided that 12 months written notice is given to the operator. As per clause 45 in the contract, termination of this contract may occur on expiration or at the instance of the municipality and on a date specified in writing by the municipality. The operator shall, with effect from the effective date, be responsible for the function, meaning the function of managing, operating, maintaining and monitoring of the bulk works to achieve the technical specifications.

Prices in the pricing schedule and amounts stated in the contract shall automatically escalate annually on 1 July in advance by the escalation factor, meaning the headline consumer price index (CPI for all urban areas) annual inflation rate published by Statistics SA in the month of March preceding the 1 July escalation date. The salary contribution for ex-municipal employees shall escalate annually at the then relevant published SALGBC escalation rate, for all other existing operational staff it shall be the escalation factor.

The municipality owns the bulk works and shall continue to own the bulk works for the duration of the contract. The municipality hereby makes available the bulk works and minor assets to the operator and grants the operator the right of unrestricted access to and use of the bulk works and minor assets for the duration of the contract in order to execute its obligations. The assets are made available voetstoots at the effective date and no warranties are given by the municipality in this regard.

The operator agrees that the municipality shall have access to the bulk works to undertake its water service authority function and to monitor the performance of the operator.

Large maintenance repair projects shall be identified and prioritised by the operator in the annual plan or may arise ad hoc from breakdowns. The operator shall define the large maintenance repair projects and propose and motivate the project to the municipality for approval and authorisation. Emergency repairs shall be addressed by the operator in emergency situations.

The technical specifications form part of the contract and are reviewed and updated annually as part of the annual plan.

There were no contract breaches by either parties during the reporting period.

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3. Property, plant and equipment (continued)

Conssession arrangement assets consists of the following:		
Water infrastructure - carrying value	210,503,201	219,509,662
Waste water infrastructure - carrying value	145,830,227	134,460,656
	356,333,428	**353,970,318**

4. Intangible assets

	2020			2019		
	Cost / Valuation	**Accumulated amortisation and accumulated impairment**	**Carrying value**	**Cost / Valuation**	**Accumulated amortisation and accumulated impairment**	**Carrying value**
Computer software, other	10,506,296	(3,698,286)	6,808,010	9,488,431	(3,251,676)	6,236,755
Rights to use naturally occurring assets	2,360,000	-	2,360,000	2,360,000	-	2,360,000
Total	**12,866,296**	**(3,698,286)**	**9,168,010**	**11,848,431**	**(3,251,676)**	**8,596,755**

Reconcillation of intangible assets - 2020

	Opening balance	**Additions**	**Amortisation**	**Total**
Computer software, other	6,236,755	1,017,865	(446,610)	6,808,010
Rights to use naturally occurring assets	2,360,000	-	-	2,360,000
	8,596,755	**1,017,865**	**(446,610)**	**9,168,010**

Reconciliation of intangible assets - 2019

	Opening balance	**Additions**	**Amortisation**	**Total**
Computer software, other	4,338,891	2,422,704	(524,840)	6,236,755
Rights to use naturally occurring assets	2,360,000	-	-	2,360,000
	6,698,891	**2,422,704**	**(524,840)**	**8,596,755**

Other information

Intangible assets with indefinite lives:

Rights to use naturally occurring assets	2,360,000	2,360,000

The municipality entered into a contract with Kraal 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	5,217,768	2,795,064

Other intangible assets consist of software procured by the municipality. The useful life of the software is considered to be indefinite as the contracts 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.

No Intangible assets are held as security for liabilities of the municipality.

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5. Heritage assets

	2020			2019		
	Cost / Valuation	Accumulated impairment losses	Carrying value	Cost / Valuation	Accumulated impairment losses	Carrying value
Conservation areas	140,011,888	(9,250,000)	130,761,888	140,011,888	(9,250,000)	130,761,888
Stamp collections, military insignia, medals and coins	166,309	-	166,309	166,309	-	166,309
Total	**140,178,197**	**(9,250,000)**	**130,928,197**	**140,178,197**	**(9,250,000)**	**130,928,197**

Reconciliation of heritage assets 2020

	Opening balance	Total
Conservation areas	130,761,888	130,761,888
Stamp collections, military insignia, medals and coins	166,309	166,309
	130,928,197	**130,928,197**

Reconciliation of heritage assets 2019

	Opening balance	Total
Conservation areas	130,761,888	130,761,888
Stamp collections, military insignia, medals and coins	166,309	166,309
	130,928,197	**130,928,197**

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 38 for repairs and maintenance.

No Heritage assets are held as security for liabilities of the municipality.

6. Other financial assets

Designated at fair value	**Level**		
Liberty	1	43,321,502	47,482,294
Momentum	1	3,193,558	3,041,248
		46,515,060	**50,523,542**
Non-current assets			
Designated at fair value		46,515,060	50,523,542

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.

The Fair Value of financial assets are determined in accordance with generally accepted pricing models based on discounted cash flow analysis using prices from observable current market transactions and dealer quotes for similar instruments.

The above instruments are classified at fair value, on reporting date, by the level of fair value hierarchy as required by GRAP 104. Level 1 is defined as quoted prices (unadjusted) in active markets for identical assets.

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7. Employee benefit obligations

Defined benefit plan

The plan is a post-employment health benefit plan.

Post-employment health care benefit plan

The municipality provides certain post-employment health care benefits by funding the medical aid contributions of qualifying retired members of the municipality. According to the rules of the Medical Aid Funds, with which the municipality is associated, a member (who is on the current Conditions of Service) is entitled to remain a continued member of such medical aid fund on retirement, in which case the municipality is liable for a certain portion of the medical aid membership fee. The municipality operates an unfunded defined benefit plan for these qualifying employees. No other post-retirement benefits are provided to these employees.

The municipality makes monthly contributions for health care arrangements to the following medical aid schemes:
- Bonitas;
- LA Health;
- 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 2020 by ARCH Actuarial Consulting, Fellow of the Actuarial Society of South Africa, including projections for the 2021 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	372	369
Continuation members	93	88
	465	**457**

The amounts recognised in the statement of financial position are as follows:

Carrying value		
Present value of the defined benefit obligation-wholly unfunded	(97,660,000)	(112,826,754)
Non-current liabilities	(92,981,000)	(108,913,863)
Current liabilities	(4,679,000)	(3,912,891)
	(97,660,000)	**(112,826,754)**

Changes in the present value of the defined benefit obligation are as follows:

Opening balance	136,209,064	125,772,990
Net expense recognised in the statement of financial performance	(15,166,754)	10,436,074
	121,042,310	**136,209,064**

Net expense recognised in the statement of financial performance

Current service cost	4,856,095	4,431,148
Interest cost	10,636,757	9,648,553
Actuarial losses/(gains)	(26,274,299)	200,674
Expected return on reimbursement rights	(4,385,307)	(3,844,301)
	(15,166,754)	**10,436,074**

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7. Employee benefit obligations (continued)

Key assumptions used

Assumptions used at the reporting date:

Discount rates used	10.30 %	9.59 %
Medical cost trend rates	6.37 %	7.39 %
Other material actuarial assumptions	3.69 %	2.05 %

Management assessed the assumptions used and found it to be adequate.

Other assumptions

Assumed healthcare cost trends rates have a significant effect on the amounts recognised in surplus or deficit. A one percentage point change in assumed healthcare cost trends rates would have the following effects:

	One percentage point increase	One percentage point decrease
Effect on the aggregate of the service cost and interest cost	18,309,500	13,235,600
Effect on defined benefit obligation	111,727,923	86,120,495

Amounts for the current and previous four years are as follows:

	2020 R	2019 R	2018 R	2017 R	2016 R
Defined benefit obligation	97,660,000	112,826,754	102,390,680	125,772,990	13,188,465

Defined contribution plan

It is the policy of the municipality to provide retirement benefits to all its employees. A number of defined contribution plans, all of which are subject to the Pensions Fund Act exist for this purpose.

The municipality is under no obligation to cover any unfunded benefits.

8. Other assets

Sport clubs	3,886	11,378
Non-current assets		
Other assets	-	3,887
Current assets		
Other assets	3,886	7,491
	3,886	**11,378**

In determining the recoverability of other assets, the Overstrand Municipality considers any change in the credit quality of the other assets from the date the credit was initially granted up to the reporting date.

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9. Inventories

Stores and materials	9,054,904	9,593,108
Water for distribution	142,348	133,878
Low cost housing	1,294,804	6,303,634
	10,492,056	16,030,620
Inventories (write-downs)	(273,228)	(1,625)
	10,218,828	**16,028,995**
Inventories recognised as an expense during the period:		
Stores	16,704,024	11,320,244
Water	36,648,587	33,341,296
Low cost housing	197,500	-
	53,550,111	**44,661,540**

No Inventories are held as security for liabilities of the municipality.

10. VAT receivable

VAT	10,329,913	11,212,563

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 with the South African Revenue Services (SARS) for VAT on the cash/payment basis, in accordance with Section 15(2) of the VAT Act (Act No. 89 of 1991). The statutory receivable is measured at its transactional amount.

The VAT receivable recognised at year end is mainly due to the impact of the difference between the input and output VAT recognised during the financial year as well as the accruals raised at year end.

No interest or other charges were levied against the statutory receivable.

Management regards statutory receivables impairment on the same basis that other receivables from exchange transactions are assessed for impairment (historic payment rate).

Historically all refunds have been received within 30 days of the submission of the VAT201 returns to SARS, and therefore is not considered to be impaired by the municipality.

Statutory receivables which are past due for 30 days or less are not considered for impairment.

No statutory receivables were pledged as security.

11. Receivables from non-exchange transactions

Gross balances		
Consumer debtors - Rates	32,706,773	26,907,688
Fines	52,913,492	41,009,195
Government grants and subsidies	-	6,998,983
Consumer debtors - Other	12,125,297	10,689,264
Control accounts	3,266,699	3,742,887
	101,012,261	**89,348,017**

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11. Receivables from non-exchange transactions (continued)		
Less: Allowance for impairment		
Consumer debtors - Rates	(10,121,544)	(6,788,080)
Fines	(35,689,925)	(25,852,295)
Consumer debtors - Other	(3,643,756)	(2,871,880)
	(49,455,225)	**(35,512,255)**
Net balance		
Consumer debtors - Rates	22,585,229	20,119,608
Fines	17,223,567	15,156,900
Government grants and subsidies	-	6,998,983
Consumer debtors - Other	8,481,541	7,817,384
Control accounts	3,266,699	3,742,887
	51,557,036	**53,835,762**
Included in above receivables from non-exchange transactions is statutory receivables		
Rates	22,585,229	20,119,608
Fines	17,223,567	15,156,900
Government grants and subsidies	-	6,998,983
	39,808,796	**42,275,491**
Net balance	**39,808,796**	**42,275,491**
Rates		
Current (0 - 30 days)	14,906,143	15,147,375
31 - 60 days	1,182,662	410,517
61 - 90 days	680,930	460,073
91 - 120 days	367,649	190,859
121 - 365 days	1,896,460	1,216,900
> 365 days	3,551,385	2,693,884
	22,585,229	**20,119,608**
Fines		
121 - 365 days	2,066,666	4,777,960
> 365 days	15,156,901	10,378,940
	17,223,567	**15,156,900**
Government grants and subsidies		
Current (0 -30 days)	-	6,998,983
Consumer debtors - Other		
Current (0 - 30 days)	830,978	2,028,643
31 - 60 days	38,434	239,578
61 - 90 days	530,407	150,102
91 - 120 days	204,076	161,579
121 - 365 days	896,726	876,458
> 365 days	5,980,920	4,361,024
	8,481,541	**7,817,384**
Control accounts		
Current (0 - 30 days)	3,266,699	3,742,887

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11. Receivables from non-exchange transactions (continued)

Reconciliation of allowance for impairment		
Balance at beginning of the year	(35,512,255)	(21,057,687)
Contributions to allowance	(14,014,034)	(14,560,570)
Debt impairment written off against allowance	71,064	106,002
	(49,455,225)	**(35,512,255)**

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.

Property rates transactions arises from the Property Rates Act, Traffic fines transactions arises from the AARTO Act and Government grants and subsidies transactions arises from the DORA Act.

Property rates amounts are determined through tariffs approved yearly by council. Traffic fines amounts are derived from a standardised table of speeding fines which is determined by a magistrate. Government grants amounts are determined by National Treasury and tabled in the DORA.

Interest is charges on oversue consumer debtors (including property rates) at prime plus 4%

The calculation in respect of the impairment of property rates receivable is based on an assessment per account holder taking into account the payment rate, levies billed and payments made. These are then classified into 4 non-payment groups per suburb. Each group is given a risk factor and the impairment is calculated in accordance thereof. The total collectability of property rates were 97.59% (2019: 98.73%).

The calculation in respect of the impairment of fines receivable is based on an assessment of the past payment history of fines per category. The total average collectability of fines were 43% (2019: 47%).

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 55% (2019: 57%).

12. Receivables from exchange transactions

Gross balances		
Consumer debtors - Electricity	29,281,694	22,257,523
Consumer debtors - Water	28,040,648	20,064,606
Consumer debtors - Sewerage	14,569,708	10,992,350
Consumer debtors - Refuse	11,375,062	8,513,044
Consumer debtors - Property rentals	865,688	683,121
Accrued interest	1,250,356	2,183,082
Unbilled revenue	20,864,494	20,426,526
Prepayments	4,038,581	-
Deposits	750,710	732,996
	111,036,941	**85,853,248**

Less: Allowance for impairment		
Consumer debtors - Electricity	(9,311,821)	(5,743,760)
Consumer debtors - Water	(8,906,959)	(5,221,600)
Consumer debtors - Sewerage	(4,453,479)	(2,871,880)
Consumer debtors - Refuse	(3,643,756)	(2,349,720)
Consumer debtors - Property rentals	(404,862)	(261,080)
	(26,720,877)	**(16,448,040)**

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12. Receivables from exchange transactions (continued)

Net balance		
Consumer debtors - Electricity	19,969,873	16,513,763
Consumer debtors - Water	19,133,689	14,843,006
Consumer debtors - Sewerage	10,116,229	8,120,470
Consumer debtors - Refuse	7,731,306	6,163,324
Consumer debtors - Property rentals	460,826	422,041
Accrued interest	1,250,356	2,183,082
Unbilled revenue	20,864,494	20,426,526
Prepayments	4,038,581	-
Deposits	750,710	732,996
	84,316,064	**69,405,208**
Electricity		
Current (0 -30 days)	12,256,370	11,365,711
31 - 60 days	1,117,466	274,983
61 - 90 days	776,810	199,802
91 - 120 days	400,881	130,926
121 - 365 days	1,121,952	724,156
> 365 days	4,296,394	3,818,185
	19,969,873	**16,513,763**
Water		
Current (0 -30 days)	11,220,268	9,748,438
31 - 60 days	1,045,527	359,240
61 - 90 days	783,309	263,180
91 - 120 days	570,399	232,214
121 - 365 days	1,323,939	784,841
> 365 days	4,190,247	3,455,093
	19,133,689	**14,843,006**
Accrued interest		
Current (0 -30 days)	1,250,356	2,183,082
Sewerage		
Current (0 -30 days)	5,430,328	5,093,608
31 - 60 days	563,528	190,314
61 - 90 days	377,608	168,030
91 - 120 days	242,192	134,430
121 - 365 days	949,679	554,586
> 365 days	2,552,894	1,979,502
	10,116,229	**8,120,470**
Refuse		
Current (0 -30 days)	4,660,638	4,036,805
31 - 60 days	388,634	122,555
61 - 90 days	263,480	88,805
91 - 120 days	145,352	71,370
121 - 365 days	557,631	372,297
> 365 days	1,715,571	1,471,492
	7,731,306	**6,163,324**
Unbilled revenue		
Current (0 -30 days)	20,864,494	20,426,526

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12. Receivables from exchange transactions (continued)

Prepayments		
Current (0 -30 days)	4,038,581	-
Deposits		
Current (0 -30 days)	750,710	732,996
Consumer debtors - Property rentals		
Current (0 -30 days)	240,489	187,092
31 - 60 days	11,881	4,357
61 - 90 days	10,475	3,644
91 - 120 days	8,713	3,497
121 - 365 days	40,825	21,741
> 365 days	148,443	201,710
	460,826	**422,041**
Reconciliation of allowance for impairment		
Balance at beginning of the year	(16,448,040)	(13,764,885)
Contributions to allowance	(10,860,416)	(3,404,737)
Debt impairment written off against allowance	587,579	721,582
	(26,720,877)	**(16,448,040)**

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.

13. Cash and cash equivalents

Cash and cash equivalents consist of:

Cash on hand	15,280	15,280
Bank balances	143,554,958	123,972,372
Short-term deposits	510,242,885	409,199,854
	653,813,123	**533,187,506**

The municipality had the following bank accounts

Account number / description	Bank statement balances			Cash book balances		
	30 June 2020	30 June 2019	30 June 2018	30 June 2020	30 June 2019	30 June 2018
ABSA-Cheque-322-000-0035	21,550,143	143,290,292	104,936,947	21,550,143	119,561,244	93,311,053
ABSA-Cheque-405-589-9787	1,496	11,637	9,585	1,496	11,316	9,313
ABSA-Cheque-405-642-0921	27,084	148,107	41,821	27,084	103,402	(2,208)
ABSA-Cheque-406-657-8021	568,255	4,054,075	771,436	568,255	4,124,062	846,835
ABSA-Cheque-407-298-3157	-	179,887	275,417	-	177,584	274,050
Nedbank-Cheque-119-013-6678	119,664,328	(1,840)	-	120,100,901	(1,840)	-
Nedbank-Cheque-119-013-6899	1,267,321	7,428	-	1,267,321	-	-
Nedbank-Cheque-119-013-7186	10,735	(3,396)	-	10,735	(3,396)	-
Nedbank - Cheque - 119-013-7674	29,023	-	-	29,023	-	-
ABSA Call accounts	310,242,885	59,199,854	30,513,936	310,242,885	59,199,854	30,513,936
STD Bank Call accounts	-	75,000,000	150,000,199	-	75,000,000	150,000,199
Nedbank Call accounts	200,000,000	275,000,000	200,000,000	200,000,000	275,000,000	200,000,000
Cash on hand	-	-	-	15,280	15,280	14,050
Total	**653,361,270**	**556,886,044**	**486,549,341**	**653,813,123**	**533,187,506**	**474,967,228**

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13. Cash and cash equivalents (continued)

Cash and cash equivalents includes cash on hand, bank accounts and short-term deposits that are held for the purpose of meeting short-term cash commitments.

Included in the ABSA call accounts is an investment of R10,215,000 which has been ceded to Eskom Holdings, in lieu of deposits.

14. Unspent conditional grants and receipts

Unspent conditional grants and receipts comprises of:

Unspent conditional grants and receipts		
National: Municipal Infrastructure Grant	7,482,233	-
Provincial: Financial Management Support Grant	-	280,000
Provincial: Community Development Workers Grant	112,609	-
Provincial: Thusong Service Centre Grant	31,960	-
Provincial: LG Graduate Internship Grant	-	35,742
Provincial: Municipal Service Delivery and Capacity Building Grant	-	138,474
Provincial: Public Transportation non-motorised Infrastructure Grant	750,000	-
Provincial: Financial Capacity Building Grant	740,000	600,000
Provincial: Establishment and Support of K9 unit Grant	1,929,565	3,800,000
Provincial: Disaster Management Grant	-	5,000,000
Unspent public contributions and donations	20,086,504	186,659
	31,132,871	**10,040,875**
Movement during the year		
Balance at the beginning of the year	10,040,875	5,941,251
Additions during the year	75,447,486	46,523,000
Income recognition during the year	(53,835,490)	(42,423,376)
Repayment of unspent grant	(520,000)	-
	31,132,871	**10,040,875**

See note 25 for reconciliation of grants from National/Provincial Government and note 26 for the public contributions.

15. Other financial liabilities

At amortised cost		
DBSA Annuity loans	311,579,748	271,371,719
INCA Annuity loans	14,309,044	20,467,658
ABSA Annuity loans	151,044,208	170,818,231
	476,933,000	**462,657,608**
Total other financial liabilities	**476,933,000**	**462,657,608**
Non-current liabilities		
At amortised cost	431,474,513	422,933,052
Current liabilities		
At amortised cost	45,458,487	39,724,556

The fair values of the financial liabilities were determined as follows:

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15. Other financial liabilities (continued)

- 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 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 45 for maturity analysis of financial liabilities.

16. Provisions

Reconciliation of provisions - 2020

	Opening Balance	Additions	Utilised during the year	Total
Rehabilitation of tip sites	100,410,148	2,611,798	(865,366)	102,156,580
Long service awards	16,581,651	4,854,782	(2,149,433)	19,287,000
Leave pay	14,613,328	6,203,390	(629,245)	20,187,473
Bonusses	10,420,134	1,718,048	-	12,138,182
Gratification	314,845	-	(26,266)	288,579
	142,340,106	**15,388,018**	**(3,670,310)**	**154,057,814**

Reconciliation of provisions - 2019

	Opening Balance	Additions	Utilised during the year	Total
Rehabilitation of tip sites	93,822,782	6,587,366	-	100,410,148
Long service awards	15,569,497	2,597,626	(1,585,472)	16,581,651
Leave pay	12,991,563	2,532,229	(910,464)	14,613,328
Bonusses	9,745,606	674,528	-	10,420,134
Gratification	320,718	-	(5,873)	314,845
	132,450,166	**12,391,749**	**(2,501,809)**	**142,340,106**

Non-current liabilities	116,276,417	113,242,881
Current liabilities	37,781,397	29,097,225
	154,057,814	**142,340,106**

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 2020 and 2036.

The cost to rehabilitate all identified sites in the Overstrand are estimated at R 102,156,580 for the period.

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16. Provisions (continued)

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 2020 may become entitled to in future, based on an actuarial valuation performed at 30 June 2020, to the amount of R 19,287,000 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 7.69% (2019: 8.62%), a general earnings inflation rate of 4.19% (2019: 6.21%) and a net discount rate of 3.36% (2019: 2.27%).

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 20,187,473 for the period.

It is not the municipality's policy to encash leave in the normal course of business, except upon resignation or retirement.

Bonusses

Annual bonusses 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 12,138,182 for the period.

Gratification

The cost of the gratification payable was based on employees not belonging to a pension fund up until February 2003 and is only payable on retirement. The estimated cost amounts to R 288,579 for the period.

17. Payables from exchange transactions

Trade payables	70,710,613	49,950,923
Payments received in advance	9,519,471	9,657,734
Deferred income	242,216	254,314
Retentions	6,786,567	6,720,815
Accrued interest	4,311,304	4,958,035
Deposits received	16,235,782	15,557,247
Other payables	700,000	700,000
Control accounts	26,391,302	10,122,808
	134,897,255	**97,921,876**

Included in the above is construction contracts liability to the amount of R6,923,407 (2019: R2,549,049).

Contract revenue recognised as revenue for the period was R103,747,761 (2019: R46,795,834).

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17. Payables from exchange transactions (continued)

Construction contracts in progress at reporting date:		
Aggregated amount of cost incurred	72,360,134	45,276,864
Amount of advances received	(76,422,119)	(43,096,287)
Amount of retentions	-	-
Gross amount due from customers	679,999	-
Gross amount due to customers	(7,603,406)	(2,549,049)

18. Consumer deposits

Electricity	28,992,335	28,015,842
Water	11,999,505	12,003,839
	40,991,840	**40,019,681**

19. Service charges

Sale of electricity	415,947,321	378,693,094
Sale of water	133,628,116	129,857,575
Sewerage and sanitation charges	80,871,157	77,718,851
Refuse removal	69,102,023	61,763,313
	699,548,617	**648,032,833**

20. Agency services

Vehicle Registration	4,376,030	4,884,522

The municipality entered into an arrangement with the Department of Transport and Public Works to collect revenue in respect of the registration and licencing of motor vehicles.

The municipality has assessed the criteria set out in GRAP 109 par 25 against the arrangement entered into and concluded that the municipality is an agent in terms of the arrangement.

At reporting date the municipality had a debtor for the vehicle registration to the amount of R119,525 (2019: R13,587).

Reconciliation of the carrying amount of the receivable:		
Opening balance	13,587	57,282
Revenue received	(22,056,631)	(24,698,157)
Payments made to the department	22,162,569	24,654,462
Closing balance	**119,525**	**13,587**

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21. Other income

Administration charges	364,206	370,681
Advertisements	8,603	14,377
Camping fees	5,616,597	6,468,736
Cemetries and burial fees	300,814	288,630
Cleaning and removals	91,212	114,178
Collection charges	2,524,059	3,519,077
Construction contracts revenue	103,747,761	46,795,834
Development charges	5,654,059	2,490,241
Discounts and early settlements	19,999	14,057
Entrance fees	55,090	87,341
Fire service charges	439,139	363,854
Insurance claims received	11,096,769	4,242,537
Legal fees	641,973	628,193
Library fees	1,722	1,322
Management fees	1,267,284	1,519,015
Materials and equipment	114,246	22,660
Objections and appeals	11,200	10,303
Parking fees	97,960	213,063
Photocopy, print and fax charges	39,154	51,227
Planning and development fees	5,076,267	7,570,921
Private telephone calls	146,915	186,068
Publications	142,192	172,696
Request for information	54,625	65,802
Roadworthy certificates	512,081	598,466
Skills development levy refund	623,279	-
Sundry income	525,037	1,152,932
Training	114,332	100,473
	139,286,575	**77,062,684**

22. Investment revenue

Interest revenue		
Short-term deposits	35,895,448	34,519,934
Other assets	25,707	864
Bank	10,383,016	7,215,104
Interest charged on trade and other receivables	5,013,945	4,192,333
Interest received - other	1,867,914	31,870
	53,186,030	**45,960,105**

The amount included in investment revenue arising from exchange transactions amounted to R 5,013,945.

The amount included in investment revenue arising from non-exchange transactions amounted to R 48,172,085.

23. Property rates

Rates received

Residential	199,691,088	193,691,716
Commercial	37,995,113	35,350,149
Government	2,474,281	3,287,236
Small holdings and farms	753,934	763,450
	240,914,416	**233,092,551**

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Figures in Rand	2020	2019

24. Transfers and subsidies paid

Other subsidies		
Low income household subsidies	59,623	52,850
Grants to organisations	500,000	433,000
	559,623	**485,850**

25. Government grants and subsidies

Operating grants		
Equitable share	106,697,000	96,068,000
National Expanded Public Works Programme	2,635,000	1,926,000
National Financial Management Grant	1,550,000	1,550,000
Provincial Library Grant	7,287,000	6,159,578
Provincial Community Development Workers Grant	17,877	17,514
Provincial Main Road Subsidy	126,000	137,000
Provincial Thusong Service Centre Grant	68,040	100,000
Provincial Graduate Internship Grant	35,742	86,460
Provincial Municipal Service Delivery and Capacity Building Grant	138,474	61,526
Provincial Establishment and Support of K9 Unit Grant	666,256	200,000
Provincial Disaster Management Grant	3,157,447	-
Provincial LG Support Grant	650,000	-
National Disaster Relief Grant	111,646	-
	123,140,482	**106,306,078**
Capital grants		
National Integrated National Electrification Programme	7,000,000	4,262,000
National Municipal Infrastructure Grant	24,527,767	26,182,840
Provincial Library Grant	-	1,116,797
Provincial Public Transport Non-motorised Infrastructure Grant	750,000	389,994
Provincial Establishment and Support of K9 Unit Grant	3,204,179	-
Provincial Disaster Management Grant	1,842,553	-
National Disaster Relief Grant	67,354	-
	37,391,853	**31,951,631**
	160,532,335	**138,257,709**

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 Integrated National Electrification Programme

Current year receipts	7,000,000	4,262,000
Conditions met - transferred to revenue	(7,000,000)	(4,262,000)
	-	-

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25. Government grants and subsidies (continued)

National Municipal Infrastructure Grant

Balance unspent at beginning of year	-	4,543,840
Current year receipts	32,010,000	21,639,000
Conditions met - transferred to revenue	(24,527,767)	(26,182,840)
	7,482,233	-

Conditions still to be met - remains as a liability (see note 14).

National Expanded Public Works Programme

Current year receipts	2,635,000	1,926,000
Conditions met - transferred to revenue	(2,635,000)	(1,926,000)
	-	-

National Financial Management Grant

Current year receipts	1,550,000	1,550,000
Conditions met - transferred to revenue	(1,550,000)	(1,550,000)
	-	-

Provincial Library Grant

Balance unspent at beginning of year	-	529,375
Current year receipts	7,287,000	6,747,000
Conditions met - transferred to revenue	(7,287,000)	(7,276,375)
	-	-

Provincial Financial Management Support Grant

Balance unspent at beginning of year	**280,000**	-
Current year receipts	-	**280,000**
Repayment of grant	(280,000)	-
	-	**280,000**

Conditions still to be met - remain liabilities (see note 14).

Provincial Community Development Workers Grant

Current year receipts	148,000	-
Conditions met - transferred to revenue	(17,877)	(17,514)
Debtor	(17,514)	17,514
	112,609	-

Conditions still to be met - remain liabilities (see note 14).

Provincial Main Road Subsidy

Current year receipts	126,000	137,000
Conditions met - transferred to revenue	(126,000)	(137,000)
	-	-

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25. Government grants and subsidies (continued)

Provincial Thusong Service Centre Grant

Current year receipts	100,000	100,000
Conditions met - transferred to revenue	(68,040)	(100,000)
	31,960	**-**

Conditions still to be met - remain liabilities (see note 14).

Provincial Graduate Internship Grant

Balance unspent at beginning of year	35,742	50,201
Current year receipts	-	72,000
Conditions met - transferred to revenue	(35,742)	(86,459)
	-	**35,742**

Conditions still to be met - remains as a liability (see note 14).

Provincial Municipal Service Delivery and Capacity Building Grant

Balance unspent at beginning of year	138,474	-
Current year receipts	-	200,000
Conditions met - transferred to revenue	(138,474)	(61,526)
	-	**138,474**

Conditions still to be met - remains as a liability (see note 14).

Provincial Public Transport Non-motorised Infrastructure Grant

Balance unspent at beginning of year	-	389,994
Current year receipts	1,500,000	-
Conditions met - transferred to revenue	(750,000)	(389,994)
	750,000	**-**

Conditions still to be met - remains as a liability (see note 14).

Provincial Financial Management Capacity Building Grant

Balance unspent at beginning of year	600,000	240,000
Current year receipts	380,000	360,000
Repayment of grant	(240,000)	-
	740,000	**600,000**

Conditions still to be met - remain liabilities (see note 14).

Provincial Establishment and Support of K9 Unit Grant

Balance unspent at beginning of year	3,800,000	-
Current year receipts	2,000,000	4,000,000
Conditions met - transferred to revenue	(3,870,435)	(200,000)
	1,929,565	**3,800,000**

Conditions still to be met - remains as a liability (see note 14).

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25. Government grants and subsidies (continued)

Provincial Disaster Management Grant

Balance unspent at beginning of year	5,000,000	-
Current year receipts	-	5,000,000
Conditions met - transferred to revenue	(5,000,000)	-
	-	5,000,000

Conditions still to be met - remain liabilities (see note 14).

Provincial LG Support Grant

Current year receipts	650,000	-
Conditions met - transferred to revenue	(650,000)	-
	-	-

National Disaster Relief Grant

Current year receipts	179,000	-
Conditions met - transferred to revenue	(179,000)	-
	-	-

Provincial Human Settlement Development Grant

Current-year receipts	115,103,588	36,595,378
Conditions met - transferred to construction contracts revenue	(103,747,761)	(46,795,835)
Repayment of grant	-	(10,066,873)
Debtor-expenditure made in advance	(6,981,469)	6,981,469
Transfer receipts to construction contracts liability	(115,103,588)	(36,595,378)
Transfer expenditure incurred to construction contracts liability	103,747,761	46,795,835
Transfer repayment to construction contracts liability	-	10,066,873
Transfer expenditure in advance to construction contracts liability	6,981,469	(6,981,469)
	-	-

GRAP 109 - Accounting by Principal and Agents, became effective 1 July 2019 and read together with the Guideline on Accounting for Arrangements undertaken in terms of the National Housing Programme, the municipality needs to account for the housing in terms of GRAP 11 - Construction contracts.

See note 17 for more details.

26. Public contributions and donations

Public contributions non-cash	3,564,771	25,813,502
LG SETA	-	620,589
Spaces for sport	-	1,181
Arbor city awards	-	250,000
Nature conservation board	165,000	-
	3,729,771	**26,685,272**

Reconciliation of conditional contributions

Balance unspent at beginning of year	186,659	187,840
Current year receipts	23,629,771	27,812,631
Conditions met - transferred to revenue	(3,729,926)	(27,813,812)
	20,086,504	**186,659**

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26. Public contributions and donations (continued)

Conditions still to be met - remains as a liability (see note 14)

27. Employee related costs

Basic	233,817,296	214,188,205
Bonus	19,184,474	16,829,307
Medical aid - company contributions	13,140,746	12,035,265
UIF	2,036,909	1,930,163
WCA	1,797,827	1,501,682
Leave pay provision charge	6,203,390	2,556,378
Bargaining council	125,344	302,121
Group life	1,589,592	1,442,039
Defined contribution plans	26,878,903	48,930,416
Overtime payments	28,522,586	25,130,847
Long-service awards	4,854,782	2,597,626
Acting allowances	1,988,708	1,741,867
Car allowance	12,337,975	11,455,064
Housing benefits and allowances	2,507,011	2,349,619
Cellphone allowances	2,128,312	2,073,633
Scarcity allowances	2,918,916	2,329,965
Standby allowances	10,764,770	9,428,553
Sundry allowances	161,392	141,690
	370,958,933	**356,964,440**

Remuneration of Municipal Manager

Annual Remuneration	1,392,820	1,360,442
Contributions to UIF, Medical and Pension Funds	337,589	327,469
Entertainment	11,974	12,000
	1,742,383	**1,699,911**
Cellphone allowance	27,540	27,540
Performance bonus	135,993	186,990
	163,533	**214,530**

Remuneration of Chief Financial Officer

Annual Remuneration	1,360,184	1,327,428
Car Allowance	48,000	48,000
Contributions to UIF, Medical and Pension Funds	310,350	300,832
Entertainment	6,000	6,000
	1,724,534	**1,682,260**
Cellphone allowance	24,480	24,480

Remuneration of Director: Management Services

Annual Remuneration	1,211,041	1,139,529
Car Allowance	72,000	72,000
Contributions to UIF, Medical and Pension Funds	293,820	275,813
Entertainment	6,000	6,000
Housing subsidy	10,893	10,173
	1,593,754	**1,503,515**

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27. Employee related costs (continued)		
Cellphone allowance	27,540	27,540
Acting allowance	-	3,705
	27,540	**31,245**
Remuneration of Director: Community Services		
Annual Remuneration	1,224,542	1,153,907
Car Allowance	78,000	78,000
Contributions to UIF, Medical and Pension Funds	302,403	284,448
Entertainment	8,082	8,082
Computer allowance	3,912	3,912
	1,616,939	**1,528,349**
Cellphone allowance	27,540	27,540
Acting allowance	-	3,108
	27,540	**30,648**
Remuneration of Director: Infrastructure and Planning		
Annual Remuneration	1,351,331	1,311,644
Car Allowance	36,000	48,000
Contributions to UIF, Medical and Pension Funds	329,191	317,379
Entertainment	12,000	9,000
Computer allowance	4,800	4,800
	1,733,322	**1,690,823**
Cellphone allowance	27,540	27,540
Remuneration of Director: Local Economic Development		
Annual Remuneration	1,417,855	1,297,984
Car Allowance	120,000	120,000
Contributions to UIF, Medical and Pension Funds	45,868	48,558
Entertainment	19,994	19,904
	1,603,717	**1,486,446**
Cellphone allowance	24,480	24,480
Remuneration of Director: Protection Services		
Annual Remuneration	1,378,298	1,261,271
Car Allowance	120,000	120,000
Contributions to UIF, Medical and Pension Funds	46,575	53,029
Entertainment	8,988	10,000
	1,553,861	**1,444,300**
Cellphone allowance	27,540	27,540

The senior managements' cellphone- and acting allowances and performance bonus are included in their respective line items in note 27 above.

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27. Employee related costs (continued)		
Employee related costs for municipal staff	370,958,933	356,964,440
Employee related costs for senior management	11,568,510	11,035,604
	382,527,443	**368,000,044**
28. Remuneration of councillors		
Executive Mayor	860,859	827,749
Deputy Executive Mayor	681,347	662,200
Mayoral Committee Members [2020: 5; 2019: 5]	3,268,579	2,586,721
Speaker	693,604	662,200
Councillors [2020: 18; 2019: 18]	4,670,027	4,728,058
Cellphone allowance	1,107,909	1,106,300
	11,282,325	**10,573,228**
29. Depreciation and amortisation		
Property, plant and equipment	132,276,528	129,144,663
Intangible assets	446,610	524,840
	132,723,138	**129,669,503**
30. Impairment of assets		
Impairments		
Property, plant and equipment	1,817,842	1,444,354
Assets were impaired during the year due to damage and redundancy. The recoverable amount of the assets were based on is its fair value less costs to sell.		
31. Finance costs		
Current borrowings	46,570,200	44,920,621
32. Debt Impairment		
Debt impairment	23,452,590	17,499,880
Debt impairment consists of the following:		
Fines impairment provision	9,837,630	12,803,336
Consumer debtors impairment provision	13,614,960	4,696,544
	23,452,590	**17,499,880**
33. Bulk purchases		
Electricity - Eskom	278,484,673	242,613,624

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34. Contracted services		
Outsourced Services		
Animal Care	287,786	259,369
Business and Advisory	446,642	1,051,869
Catering Services	96,594	138,860
Clearing and Grass Cutting Services	1,419,486	1,767,824
Fire Services	445,357	2,494,071
Hygiene Services	366,227	325,703
Litter Picking and Street Cleaning	4,301,544	5,288,709
Meter Management	2,175,890	2,041,620
Mini Dumping Sites	13,416,579	8,154,353
Professional Staff	25,130	23,810
Connection/Dis-connection	373,954	442,042
Refuse Removal	-	490,308
Security Services	242,517	8,843,259
Sewerage Services	51,363,760	45,697,790
Swimming Supervision	1,833,600	1,580,677
Translators, Scribes and Editors	81,891	11,649
Traffic Fines Management	1,653,003	3,004,799
Veterinary Services	10,072	1,329
Consultants and Professional Services		
Business and Advisory	5,902,637	2,885,183
Infrastructure and Planning	10,827,637	13,124,363
Laboratory Services	1,629,478	1,595,718
Legal Cost	4,330,912	5,447,428
Contractors		
Building	260,551	622,791
Chipping	4,099,313	3,896,906
Catering Services	222,969	189,381
Electrical	465,893	265,409
Employee Wellness	43,858	45,585
Event Promoters	356,173	742,737
First Aid	-	10,532
Fire Protection	65,843	192,676
Fire Services	278,439	214,973
Gardening Services	97,715	222,992
Graphic Designers	37,070	39,573
Haulage	7,671,728	6,414,130
Inspection Fees	7,903	4,688
Maintenance of Buildings and Facilities	7,271,643	11,507,972
Maintenance of Equipment	1,275,598	2,578,553
Maintenance of Unspecified Assets	45,917,229	43,987,231
Management of Informal Settlements	1,758,224	2,056,522
Medical Services	48,949	43,669
Pest Control and Fumigation	19,722	13,170
Photographer	7,200	7,936
Plants, Flowers and Other Decorations	7,169	5,086
Prepaid Electricity Vendors	4,130	7,089
Traffic and Street Lights	-	1,853
Transportation	151,289	64,267
Safeguard and Security	4,545,891	5,554,841
Sewerage Services	1,882,191	2,720,399
Sports and Recreation	186,507	254,470
	177,913,893	**186,336,164**

Maintenance of unspecified assets consist of all other assets not included in the maintenance of property or machinery and equipment, eg. vehicles and infrastructure assets.

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35. General expenses

Achievements and awards	-	2,420
Advertising	1,870,475	1,827,505
Assets expensed	1,597,850	1,808,305
Auditors' remuneration	4,851,390	4,876,154
Bank charges	1,176,220	1,803,953
Cleaning	156	856
Commission paid	4,448,728	5,800,362
Computer expenses	8,292,308	4,243,746
Conferences and seminars	133,390	80,913
Construction contracts expenses	23,647,024	12,687,623
Consulting and professional fees	627,500	840,000
Contribution to/(from) provisions	2,611,798	6,587,366
Diesel for boilers	332,232	358,830
Drivers license and permits	20,211	30,456
Electricity	6,200,191	5,380,153
Entertainment	6,465	8,452
Eskom connections	6,188,264	-
Full time union representative	132,631	159,199
Hire	839,959	893,134
Insurance	6,648,486	3,121,117
Land alienation costs	2,492	53,606
Licenses	2,010	1,291
Other expenses	62,993	89,922
Postage and courier	1,066,126	1,345,443
Reference library	620,638	556,671
Servitudes and land surveys	8,860	4,561
Signage	29,081	58,273
Skills development levies	2,752,493	2,987,324
Storage of files-Archiving	-	7,177
Subscriptions and membership fees	3,812,872	3,518,998
Telephone and fax	3,221,208	3,230,446
Title deed search fees	112,991	144,033
Training	1,813,233	1,443,634
Transport and freight	6,000	15,472
Travel - local	876,710	1,757,745
Travel - overseas	-	18,824
Travel agency and visa's	-	18,925
Uniforms	4,233,914	3,078,582
Vehicle tracking fees	220,908	688,768
Ward committee meetings	323,700	510,700
Water management charges	1,013,640	948,212
	89,805,147	**70,989,151**

Membership fees paid over to SALGA during the period amounted to R 3,767,999 (2019: R 3,473,697).

36. Fair value adjustments

Investment property (Fair value model)	12,888,000	5,661,500
Other financial assets		
• Other financial assets (Designated as at FV through P&L)	(8,988,482)	948,762
	3,899,518	**6,610,262**

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37. Auditors' remuneration

Fees	4,851,390	4,876,154

38. Repairs and maintenance

Repairs and maintenance consists of portions of various expenditure items.

2020	Property, plant and equipment	Investment property	Heritage assets	Total
Employee related cost	96,484,394	-	-	96,484,394
Materials	18,615,101	-	-	18,615,101
Contracted services	58,167,964	-	-	58,167,964
Other expenditure	15,249,793	-	-	15,249,793
	188,517,252	**-**	**-**	**188,517,252**

2019	Property, plant and equipment	Investment property	Heritage assets	Total
Employee related cost	89,414,691	-	-	89,414,691
Materials	17,594,355	-	-	17,594,355
Contracted services	85,761,818	-	-	85,761,818
Other expenditure	22,253,463	-	-	22,253,463
	215,024,327	**-**	**-**	**215,024,327**

39. Materials

Material and supplies	25,865,187	19,295,917
Fuel	13,412,728	13,686,173
Consumables and other	3,023,838	2,067,370
	42,301,753	**35,049,460**

40. Cash generated from operations

Surplus	142,197,201	106,526,453
Adjustments for:		
Depreciation and amortisation	132,723,138	129,669,503
Gain/(loss) on sale of assets and liabilities	1,383,595	609,917
Fair value adjustments	(3,899,518)	(6,610,262)
Impairment deficit	1,817,842	1,444,354
Debt impairment	23,452,590	17,499,880
Movements in operating lease assets and accruals	13,942	(25,502)
Movements in retirement benefit assets and liabilities	(15,166,754)	10,436,074
Movements in provisions	11,717,708	9,889,940
Changes in working capital:		
Inventories	1,013,388	(3,442,829)
Receivables from exchange transactions	(24,305,069)	(7,269,085)
Other receivables from non-exchange transactions	(11,779,651)	(28,589,191)
Payables from exchange transactions	36,975,381	(15,473,194)
VAT	882,650	(4,340,130)
Unspent conditional grants and receipts	21,091,996	4,099,625
Consumer deposits	972,159	1,557,514
	319,090,598	**215,983,067**

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41. Commitments

40.1 Capital commitments

Authorised capital expenditure

Expenditure approved and contracted for		
• Property, plant and equipment	51,554,130	48,797,738
Expenditure approved but not yet contracted for		
• Property, plant and equipment	252,184,309	212,879,182
Total capital commitments		
Expenditure approved and contracted for	51,554,130	48,797,738
Expenditure approved but not yet contracted for	252,184,309	212,879,182
	303,738,439	**261,676,920**

This committed expenditure relates to property, plant and equipment and will be financed by available bank facilities, retained surpluses, existing cash resources, funds internally generated, etc.

40.2 Operating lease commitments

Operating leases - as lessee (expense)

Minimum lease payments due		
- within one year	-	95,275

Operating lease payments represent rentals payable by the municipality for certain of its office properties. Leases are negotiated for an average term of 3 years and rentals are fixed for the lease term.

Operating leases - as lessor (income)

Minimum lease payments due		
- within one year	3,177,795	3,897,664
- in second to fifth year inclusive	7,044,537	7,943,053
- later than five years	8,680,344	10,033,758
	18,902,676	**21,874,475**

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.

Commitments are disclosed exclusive of VAT.

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42. Contingencies

Contingent liabilities

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.

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 until 31 December 2007. There is no guarantee that the municipality will receive the full value of the investment. After the 2013 financial year-end, a dividend of R0.5268 in the rand on the capital amount still outstanding has been received. Therefore 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.

43. Related parties

Relationships

Senior management and councillors	Refer to note 27 and 28

The municipality entered into related party transactions with in normal supplier and/or client relationships on terms and conditions no more or less favourable than those provided to the general public. The nature of the services provided included the provision of basic services, such as water, electricity, refuse and sanitation. The outstanding balance of these transactions amounted to R42,046 (2019: R30,300).

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44. Prior-year adjustments

Presented below are those items contained in the statement of financial position, statement of financial performance and cash flow statement that have been affected by prior-year adjustments:

Accounting errors:

Accounting errors relating to prior periods have been identified during the 2019/2020 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 and to bring items in line with National Treasury's budget guidelines. This necessitated further reclassification of comparative amounts as previously disclosed to those classifications alligned to the Standard Chart of Accounts.

Change in accounting policy:

GRAP 109 - Accounting by principals and agents and the Guideline on Accounting for NT housing programes became effective 1 July 2019 and lead to the municipality implementing GRAP 11 - Construction contracts instead of previously used GRAP 12 - Inventory for the accounting of low cost housing. All of these were done retrospectively.

Statement of financial position

2018

	As previously reported	Correction of error	Change in accounting policy	Re-classification	Restated
Inventories	32,351,538	-	(22,932,793)	-	9,418,745
Receivables from exchange transactions [3]	24,879,185	2,827	-	40,212,935	65,094,947
Receivables from non-exchange transactions [3]	20,358,291	(5,290,254)	-	24,719,591	39,787,628
Consumer debtors [3]	64,957,090	(24,564)	-	(64,932,526)	-
Long term receivables [3]	10,277	(2,064)	-	-	8,213
Investment property [3]	113,951,000	(2,180,000)	-	-	111,771,000
Property, plant and equipment [3]	3,346,195,214	22,679,934	-	-	3,368,875,148
Heritage assets [3]	124,182,197	6,746,000	-	-	130,928,197
Long term receivables [3]	20,081	(8,703)	-	-	11,378
Payables from exchange transactions [3]	(98,032,347)	472,190	(15,834,910)	-	(113,395,067)
Unspent conditional grants and receipts	(21,776,160)	-	15,834,910	-	(5,941,250)
Housing development fund [3]	(3,258,817)	35,332	-	-	(3,223,485)
Accumulated surplus [3]	(3,422,258,322)	(22,430,698)	22,932,793	-	(3,421,756,227)
	181,579,227	-	-	-	**181,579,227**

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44. Prior-year adjustments (continued)

2019

	As previously reported	Correction of error	Change in accounting policy	Re-classification	Restated
Inventories	39,086,299	-	(23,057,304)	-	16,028,995
Receivables from exchange transactions [3]	23,339,777	2,827	-	46,062,606	69,405,210
Receivables from non-exchange transactions [3]	29,785,114	(3,886,344)	-	27,936,992	53,835,762
Consumer debtors [3]	73,481,466	518,132	-	(73,999,598)	-
Long term receivables [3]	11,411	(3,920)	-	-	7,491
Investment property [3]	119,697,500	(2,265,000)	-	-	117,432,500
Property, plant and equipment [3]	3,385,091,861	20,336,882	-	-	3,405,428,743
Heritage assets [3]	124,182,197	6,746,000	-	-	130,928,197
Long term receivables [3]	8,670	(4,783)	-	-	3,887
Payables from exchange transactions [3]	(97,420,404)	2,047,577	(2,549,049)	-	(97,921,876)
Unspent conditional grants and receipts	(12,589,924)	-	2,549,049	-	(10,040,875)
Housing development fund [3]	(3,263,614)	36,661	-	-	(3,226,953)
Accumulated surplus [3]	(3,527,808,480)	(23,528,032)	23,057,304	-	(3,528,279,208)
	153,601,873	**-**	**-**	**-**	**153,601,873**

Statement of financial performance

2019

	As previously reported	Correction of error	Change in accounting policy	Re-classification	Restated
Service charges [3]	648,200,079	(167,246)	-	-	648,032,833
Rental of facilities and equipment [3]	6,340,863	(62,929)	-	-	6,277,934
Agency services	4,912,994	-	-	(28,472)	4,884,522
Other income [3]	30,028,074	210,303	46,795,834	28,472	77,062,683
Property rates [3]	233,274,257	(181,706)	-	-	233,092,551
Government grants and subsidies [3]	185,036,029	17,514	(46,795,834)	-	138,257,709
Public contributions and donations [3]	26,418,172	267,100	-	-	26,685,272
Fines, penalties and forfeits [3]	24,734,386	937,775	-	-	25,672,161
Employee costs [3]	(367,857,729)	(142,316)	-	-	(368,000,045)
Depreciation and amortisation [3]	(129,659,351)	(10,152)	-	-	(129,669,503)
Lease rentals on operating lease [3]	(330,049)	(14,100)	-	-	(344,149)
Debt Impairment [3]	(17,948,502)	448,622	-	-	(17,499,880)
Materials [3]	(47,091,469)	(16,546)	12,058,555	-	(35,049,460)
Contracted services [3]	(186,758,283)	(82,439)	-	504,557	(186,336,165)
General expenditure [3]	(58,278,653)	(22,874)	(12,183,066)	(504,557)	(70,989,150)
Fair value adjustments [3]	6,695,262	(85,000)	-	-	6,610,262
	357,716,080	**1,096,006**	**(124,511)**	**-**	**358,687,575**

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45. 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 11 to the financial statements.

Financial assets exposed to credit risk at year end were as follows:

Counter parties with external credit rating (Fitch's):		
Investments		
F1	510,242,885	409,199,854
F2	46,515,060	50,523,542
Counter parties without external credit rating:		
Receivables from exchange and non-exchange transactions		
Group 1	17,223,567	15,156,900
Group 3	3,266,699	10,741,870
Group 4	26,904,141	23,342,604
Consumer debtors both exchange and non-exchange transactions		
Group 1	31,162,329	23,456,744
Group 2	3,423,019	1,333,636
Group 3	4,348,131	1,601,544
Group 4	49,545,214	47,607,672
Other assets		
Group 4	3,886	11,378

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45. 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 policy is to maintain approximately 60% of its borrowings in fixed rate instruments. During 2020 and 2019, the municipality's borrowings at variable rate were denominated in 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 379,557 (2019: R 296,278) 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 9,206 (2019: R 16,462) with the opposite effect if the interest rate had been 100 basis points lower.

Cash flow interest rate risk

Financial instrument	Current Interest rate	Due in less than a year	Due in one to two years	Due in two to five years	Due after five years	Total
Trade and other receivables - normal credit terms	13.21 %	59,255,627	29,223,066	-	-	88,478,693
Cash in current banking institutions	5.57 %	653,797,843	-	-	15,280	653,813,123
Fixed interest rate instruments	9.14 %	93,542,061	92,674,633	225,837,755	312,259,209	724,313,659
Variable interest rate instruments	8.99 %	137,249	-	-	-	137,249

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46. Unauthorised expenditure

Operational expenditure

There was no overspending on the total amount appropriated or the total amount per vote appropriated in the municipality's approved operational budget for the period under review.

The over expenditure incurred on capital by municipal functions during the year is attributable to the following categories:

Non-cash	-	24,353,490
Cash	-	43,081
	-	**24,396,571**

Overspending of the total amount appropriated in the municipality's approved capital budget

Electricity	-	8,437,520
Sport and recreation	-	15,915,970
Finance and administration	-	36,117
Waste management	-	2,191
Housing	-	4,773
	-	**24,396,571**

47. Fruitless and wasteful expenditure

Opening balance as previously reported	26,374	26,374
Opening balance as restated	**26,374**	**26,374**
Refund paid iro costs incurred relating to erf 4278	-	14,364
Invoice paid in excess of quote	521	-
Less: Amount written off	-	(14,364)
Closing balance	**26,895**	**26,374**

A report, relating to the balance, has served before the Municipal Public Accounts Committee (MPAC) and has been referred back for more information.

Amounts written off

After the council committee investigations, council adopted the council committee recommendations to write-off an amount of Rnul (2019: R 14,364) from the total fruitless and wasteful amount as it was proven without reasonable doubt that the amount was not recoverable.

48. Irregular expenditure

Opening balance	3,547,795	216,157
Opening balance as restated	**3,547,795**	**216,157**
Procuring goods and services without following the official procurement process - current	102,825	154,171
Procuring goods and services without following the official procurement process - prior period	1,893,955	-
Non-compliance with Municipal Supply Chain Regulation 32	4,469,051	3,151,946
Procuring legal services through a deviation process	1,163,902	296,316
Procuring advertising services through a deviation process	571,356	-
Less: Amounts recovered - prior period	-	(2,193)
Less: Amount written off - current	(7,924,812)	(62,138)
Less: Amount written off - prior period	(69,820)	(206,464)
Less: Investigation concluded that no irregular expenditure occurred - prior period	(511)	-
Closing balance	**3,753,741**	**3,547,795**

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48. Irregular expenditure (continued)

Cases under investigation

Investigations are still in progress regarding 10 cases (2019: 10) which are all related to non-compliance with procurement process requirements.

Amounts written off

The amounts written off was certified as irrecoverable and written off by council on 29 July 2020.

49. Actual operating expenditure versus budgeted operating expenditure

Refer to Appendix E(1) and the Statement of comparison of budget and actual amounts for the comparison of actual operating expenditure versus budgeted expenditure.

50. Actual capital expenditure versus budgeted capital expenditure

Refer to Appendix E(2) for the comparison of actual capital expenditure versus budgeted expenditure.

51. 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	15,020,704	6,377,747
Clause 36(1)(a)(ii)	Available from single provider only	27,523,846	2,126,385
Clause 36(1)(a)(v)	Impractical or impossible to follow the normal procurement process	51,868,529	12,456,573
		94,413,079	**20,960,705**

The detailed deviations are available for inspection in the monthly, quarterly and annual reports tabled in council.

52. Multi-employer retirement benefit information

Overstrand Municipality makes provision for post-retirement benefits to eligible councillors and employees, who belong to different pension schemes.

One councillor belongs to the Pension Fund for Municipal Councillors.

Employees belong to a variety of approved Pension and Provident Funds as described below.

These funds are governed by the Pension Funds Act and include both defined benefit and defined contribution schemes.

All of these afore-mentioned funds are multi-employer plans and are subject to either a tri-annual, bi-annual or annual actuarial valuation, details which are provided below.

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 R26.9 million (2019: R48.9 million) represents contributions payable to these plans by the municipality at rates specified in the rules of the plans. These contributions have been expensed.

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52. Multi-employer retirement benefit information (continued)

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 2019. 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 2019 disclosed an actuarial valuation amounting to R1.656 billion (2018: R1.776 billion), with a net accumulated surplus of R55.502 million (2018: R63.423 million), with a funding level of 103.5% (2018: 103.7%).

Defined Contribution Scheme:

The actuarial valuation report at 30 June 2019 indicated that the defined contribution scheme of the fund is in a sound financial position, with a assets amounting to R1.960 billion (2018: R2.018 billion), net investment reserve of R0 million (2018: R0 million) and a funding level of 100.0% (2018: 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 2018.

The statutory valuation performed as at 1 July 2018 revealed that the assets of the fund amounted to R14.299 billion (2015 : R13.231 billion), with funding levels of 96% (2015 : 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 2019.

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 2019.

The statutory valuation performed as at 30 June 2019 revealed that the assets of the fund amounted to R26.128 billion (2017 : R21.359 billion), with funding levels of 100.3% and 124.9% (2017 : 100.3% and 127.3%) 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 2018.

The statutory valuation performed as at 30 June 2018 revealed that the assets of the fund amounted to R1.798 billion (2017 : R1.481 billion) with funding levels of 103.26% (2017 : 101.31%). 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 2017.

The statutory valuation performed as at 30 June 2017 revealed that the assets of the fund amounted to R7.721 billion (2014 : R6.574 billion) with funding levels of 102.0% (2014 : 111.7%). 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.

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Figures in Rand	2020	2019

53. Awards to close family members of persons in the service of the state

Refer to page 71 for detail relating to awards made to close family members of persons in the service of the state for the year ended 30 June 2020.

54. Distribution losses

Water		
Technical losses		
Rand value	239,696	182,326
No. of units (kl)	203,612	222,190
% loss	2.87 %	3.17 %
Non-technical losses		
Rand value	2,189,013	2,126,488
No. of units (kl)	1,632,489	1,478,668
% loss	23.04 %	21.08 %
Electricity		
Technical losses		
Rand value	10,896,351	9,478,011
No. of units (kWh)	12,697,745	12,827,152
% loss	5.00 %	5.00 %
Non-technical losses		
Rand value	2,214,732	2,741,394
No. of units (kWh)	2,580,874	3,710,090
% loss	1.02 %	1.14 %

Non-technical water losses to the amount of R2,189,013 (23.04%) (2019: R2,126,488 (21.08%)) were incurred as a result of unmetered connections, ageing pipeline infrastructure, burst pipes, old reticulation networks and other leakages. Technical water losses to the amount of R239,696 (2.87%) (2019: R182,326 (3.17%)).

Electricity losses to the amount of R10,896,351 (5.00%) (2019: R9,478,011 (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 R2,214,732 (1.02%) (2019: R2,741,394 (1.45%)).

55. 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 greater than 10% between budget and actual figures

Statement of Comparison of Budget and Actual Amounts

Revenue:

Interest received – 21.40% - Slower Capital Budget implementation, increased interest on outstanding consumer debtors and more cash available for investing.

Agency services – (15.85%) – Less vehicle registrations issued and therefore less commission earned.

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Figures in Rand	2020	2019

55. Budget variances (continued)

License and permits – (19.79%) – Less licences issued than anticipated.

Fines, Penalties and Forfeits – (44.06%) – More older fines issued were written off and reduced than anticipated.

Expenditure:

Impairment Loss/Reversal of Impairments - 100% - The budget format does not provide a separate item for impairment loss as it is budgeted together with depreciation, but shown separate in the financial statements.

Lease rentals on operating leases - (42.43%) - Reduced expenditure due to the termination/expiration of certain leases.

Contracted services - (14.82%) - Reduced expenditure due to cost containment and possible influence of the National lockdown during March.

Materials - (10.27%) - Reduced expenditure due to cost containment and possible influence of the National lockdown during March.

General Expenses – (21.62%) – General cost savings and efficiencies and possible influence of the National lockdown during March.

Other revenue and costs:

Loss on disposal of assets – (95.63%) - Budgeting subject to impracticalities for the determination of the outcome in advance.

Fair value adjustments – (294.98%) - Budgeting subject to impracticalities for the determination of the outcome in advance.

Inventory losses and write-downs – 100% - Budgeting subject to impracticalities for the determination of the outcome in advance.

Statement of financial position:

Inventory – 13.54% – Budgeting subject to impracticalities for the determination of the outcome in advance due to the change in accounting for current low cost housing projects done at year-end. Changed from GRAP 12 to GRAP 11.

Receivables from exchange, receivables from non-exchange, consumer debtors, operating leases and VAT – 35.21% (in total) - The budget template does not provide for detail splitting of the various types of receivables therefore it is shown as one line item in the budget, but separate line items in the financial statements. The financial statements does not show consumer debtors seperately like the budget template. All these items need to be seen as a whole to determine the actual variance. The major influence on this variance relates to the raising of a debtor for pre-payment of expenditure, VAT receivable and the consumer debtors collection decreased due to the debt relief given during the National lockdown period.

Other assets (Long term and short term portion) – (62.01%) (in total) - The housing selling scheme loan has been written off during the year.

Cash and cash equivalent – 13.96% - The major influence on this variance relates to unspent loans and grants received during the year and savings on expenditure.

Intangible assets – 72.23% - Expenditure higher than estimated.

Unspent conditional grants – 100% - Budgeting subject to impracticalities for the determination of the outcome in advance.

Payables from exchange transactions – 83.65% - The major influence on this variance relates to trade creditors increase at year-end (Creditor payments made after year-end towards 2019/2020 expenditure) and the implementation of GRAP 11 for construction contracts control account as well as increase in salaries PAYE/UIF/SDL due at year-end.

Consumer deposits – (35.01%) - Budgeting subject to impracticalities for the determination of the outcome in advance.

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Figures in Rand	2020	2019

55. Budget variances (continued)

Employee benefit obligation and provisions (short term portion) – 26.48% - The budget template does not provide for detail splitting of the various types of provisions therefore it is shown as one line item in the budget, but separate line items in the financial statements. These items need to be seen as a whole to determine the actual variance. The major influence on this variance relates to increase in the leave pay provision as there were more outstanding leave than usual due to employees not taking normal leave during the National lockdown period.

Employee benefit obligation and provisions (long term portion) – (12.48%) - The budget template does not provide for detail splitting of the various types of provisions therefore it is shown as one line item in the budget, but separate line items in the financial statements. These items need to be seen as a whole to determine the actual variance. The major influence on this variance relates to a decrease in the employee benefit obligation according to the latest actuarial valuation done as at 30 June 2020.

Cash flow statement:

Interest income – 12.40% - Slower Capital Budget implementation, increased interest on outstanding debtors and more cash available for investing.

Other payments – (10.23%) - General cost savings and efficiencies and possible influence of the National lockdown during March.

Purchase of PPE and intangible assets – (23.47%) – The major influence on this variance relates to roll overs made from 2019/2020 budget to 2020/2021 budget and possible influence of the National lockdown during March.

Proceeds on sale of assets (PPE, Investment property, heritage and intangible assets) - (100.0%) - The budget does not provide a separate 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 is subject to impracticalities for the determination of the outcome in advance.

Movement in financial assets - (236.03%) - Fair Value of Sinking Fund is subject to market forces.

Movement in other assets – (23.96%) - The housing selling scheme loan has been written off during the year.

56. B-BBEE Performance

Information on compliance with the B-BBEE Act is included in the annual report under the section titled B-BBEE Compliance Performance Information.

57. Events after the reporting date

On 31 January 2021 there was a veldfire in the mountains at Gansbaai's Masakhane informal settlement where a vehicle and a pump was destroyed by the fire. As at 30 June 2020 the vehicle and pump had a carrying value of R26,657 and will be subsequently impaired.

58. Services in-kind

The municipality received services in-kind under voluntary or non-voluntary schemes which included free training, workshops and technical assistance from government departments and entities. These services in-kind have not been recognised as they were assessed not to be significant to the municipality's operations and/or basic service delivery objectives.

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NOTE 53. (CONTINUED)

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 POLICY FOR THE PERIOD ENDING 30 JUNE 2020

No.	Creditor Name	Relationship	Person In The Service Of The State	Capacity	2019/2020	2018/2019
1	A2 Loodgieters CC	Spouse	Beatrix Magdalena Nel	Prison Warden (Department of Correctional Services)	110,214.36	792,263.99
2	Akv Services (Pty) Ltd	Spouse	C Vlotman	Police Officer (South African Police Services)	-	144,000.00
3	Altimax (Pty) Ltd	Spouse	Martha M De Kock	IT Network Engineer (State Information Technology Agency)	182,160.00	-
4	Appel VM	Spouse	Delicia Appel	Marketing & Communications Officer (SANBI)	133,650.00	235,725.00
5	Arendse RW	Spouse	Esmarilda Arendse	Teacher (Department of Education)	523,339.68	527,183.40
6	Aurecon South Africa (Pty) Ltd	Spouse	WZ Erasmus	Manager (Cape Nature)	2,300,979.83	1,914,281.99
7	Bakone Steel Manufacturing	Spouse	Busang Phala	Snr Business Administrator (Construction Industry Development Board)	1,662,387.68	-
8	B And B Traders (Pty) Ltd	Partner	Bernard Fortuin	Housing Administrator (Overstrand Municipality)	4,490.00	-
9	Bergstan South Africa Consulting And Development Engineers (Pty) Ltd	Spouse	Jacqueline Rene Beukes	Social Worker (Department of Social Development)	110,873.34	-
10	Boland Valuers CC	Spouse	Ester Groenewald	Part time Councillor (Stellenbosch Municipality)	393,828.79	339,436.60
11	Conlog (Pty) Ltd	Spouse	Mrs N Moodley	Director: Informatics - GIS (Department of Health)	28,830.50	28,830.50
12	De Villiers D	Parent	Seulene De Villiers	Library Assistant (Overstrand Municipality)	104,970.00	-
13	Du Plessis AA (Angles Catering)	Parent	Bronwyn Du Plessis	Temp LED (Overstrand Municipality)	3,380.00	28,455.00
14	Engelbrecht And Scorgie Architectural Offices	Parent	Carlow Engelbrecht	ICT Administrator (Overstrand Municipality)	1,293,845.08	-
15	Eyona Khoza Trading (Pty) Ltd	Spouse	Ronald Williams	Prison Warden (Department of Correctional Services)	6,405.50	-
16	Fairbridges Wertheim Becker Attorneys	Brother	Shaheed Hofmeester	Teacher (Department of Education)	38,589,207.37	-
17	Greater Overberg Fire Protection Association	Child	Dr Pam Albertyn	WoW Teams (National Parks)	19,382.10	37,667.10
18	Healthands (Pty) Ltd	Spouse	Leana Louw	Principle Clerk (Overstrand Municipality)	606,900.00	-
19	Heneke EA (Eleanor'S Catering Service)	Brother	Lionel Heneke	Paramedic (Western Cape Dept of Health)	21,495.00	54,230.00
20	Ikapa Reticulation & Flow	Spouse	Sophia Frances Anita Davids	Teacher (Department of Education)	5,117,210.33	5,642,525.38
21	JC Refrigeration - Cape (Pty) Ltd	Spouse	Heyline Esterhuizen	Captain (South African Police Services)	-	179,150.00
22	Jordaan BJ	Spouse	Merle Jordaan	Teacher (Department of Education)	11,400.00	-
23	Jpce (Pty) Ltd	Spouse	Johan Adriaan Minnie	Head: Operations Centre (City of Cape Town)	2,447,632.70	-
24	Karelse G (Glenwan Karelse Cleaning Services)	Brother	Willie Karelse	Truck driver (Overstrand Municipality)	80,300.00	30,060.00
25	Klf Services And Suppliers (Pty) Ltd	Spouse	Imogene Bridgette Figaji	Control Room Officer (Overstrand Municipality)	192,632.35	20,750.00
26	Kreesan Investments (Pty) Ltd	Parent	Sivalingum Subramoney	Deputy Director (Department of Correctional Services	-	31,600.00
27	Main En Sea Glades Eiendomme CC	Spouse	Carlow Engelbrecht	ICT Administrator (Overstrand Municipality)	50,184.91	20,792.58
28	Masiqhame Trading 77 CC	Child	Simphiwe Gxilishe	Teacher (Department of Education)	29,952.55	5,750.35
29	Massamatic (Pty) Ltd	Inlaw	Michelle Barnard	Deputy Director: Radio Graphic Services (Department of Health)	49,723.70	-
30	Maxitec CC	Spouse	Riana Steenekamp	Media Liaison Officer (Overstrand Municipality)	243,266.50	264,157.05
31	NCC Environment Services	Spouse	Chande Rhoda	Head: Invasive Species (City of Cape Town)	137,809.10	39,224.95
32	Nedbank	Brother	MM Matoqane	Project Manager	Rates based	Rates based
33		Spouse	B Radebe	Director		
34	Neil Lyners And Associates (Rf) (Pty) Ltd	Brother	Hilary Gustav Lyners	Chief Engineer (Western Cape Provincial Government)	2,028,612.97	-
35	Nxinxis Services (Pty) Ltd	Spouse	Xolani Gqoli	Sergeant (SAPS)	89,150.00	170,430.00
36	Olivier Mk (Dj Magic)	Parent	Lowies Adonis	Transfer Station Attendant (Overstrand Municipality)	35,850.00	24,500.00
37	Pj Bookbinders	Child	Simone Barnes	Org. Development Practitioner (Department of The Premier)	26,461.50	20,935.75
38	Premises	Spouse	Charlotte Hector	Quality Accessor (NHBRC)	10,275.13	20,294.19
39	Piston Power Chemicals CC	Spouse	Naoira Andhee	Teacher (Department of Education)	172,903.14	196,607.75
40	Quintessential Security CC	Spouse	Henlie Van Tonder	Manager: Council Support Services (Overstrand Municipality)	24,500.00	525,697.90
41	Red Ant Security Relocation & Eviction Services (Pty) Ltd	Spouse	Noxolo Lesiela	Organisational Design & Development Practitioner (Mogale City Local Municipality)	2,572,769.34	683,174.93
42	Rhode Bros Steel Projects CC	Child	Don Rhode	Police Officer (South African Police Services)	-	120,865.00
43	Rla Services (Pty) Ltd	Spouse	Romano Arendse	Machine Operator (Overstrand Municipality)	27,800.00	-
44	Sa Employment Law Services CC	Spouse	Gertruda Aletta Buitendag	Head: Payroll & Personnel (City of Cape Town)	-	11,131.00
45	Sales A	Spouse	Elmarie Sales	Personal Asisstant (Department of Social Development)	-	7,740.00
46	Sobantu M	Spouse	Nomabhele Sobantu	Clerk (South African Police Services)	-	14,760.00
47	Sound Works Hermanus (Pty) Ltd	Parent	JD Mitchell	Foreman (Theewaterskloof Municipality)	-	53,920.00
48	Spandiel Hm (Henry Moses Spandiel Projects)	Spouse	EC Spandiel	Teacher (Western Cape Dept of Education)	1,086,691.32	1,064,327.96
49	Swart Jl	Spouse	Madelein Swart	Administrator (Overstrand Municipality)	-	8,400.00
50	Technology Corporate Management (Pty) Ltd	Child	Zeth Malele	Manager: Marketing (Brand South Africa)	4,784.00	67,657.07
51	Tsch International Holdings (Pty) Ltd	Spouse	Eugene Hlongwane	Manager: Solid Waste Management (City of Cape Town	981,499.01	923,455.85
52	Uylenvlei Retreat	Spouse	Ms JP Van Deventer	Teacher (Department of Education)	25,130.00	32,390.00
53	Vermaak EW	Spouse	JMC Vermaak	Pharmacist (Department of Health)	-	48,240.00
54	Web Printmedia (Pty) Ltd	Spouse	Adeline Brink	Manager: Corporate Services-Drakenstein Muni.	25,737.00	41,056.50
55	Wally's Panelbeaters	Spouse	Jonelle Williams	Clerk : Traffic Department(Overstrand Municipality)	-	22,016.00
56	Williams ME (Four Helps Enterprise)	Spouse	Stephen Williams	Clerk: Operational (Overstrand Municipality)	243,188.70	245,907.85
57	Gibb (Pty) Ltd	Spouse	Alan Moon	Head of Business Continuity (City of Cape Town	4,571,638.51	5,140,391.00
		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)		
					66,383,441.99	19,779,984.64

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Appendix A

Schedule of external loans as at 30 June 2020

	Loan Number	Redeemable	Balance at 2019/06/30	Received during the period	Redeemed written off during the period	Balance at 2020/06/30
			Rand	Rand	Rand	Rand
Development Bank of Southen Africa						
DBSA @ 9.292%	13535/102	2020	314,098	-	314,098	-
DBSA @ 9.292%	13543/101	2019	273,614	-	273,614	-
DBSA @ 8.992%	13761/101	2020	391,117	-	260,744	130,373
DBSA @ 9.860%	102169/1	2022	5,581,539	-	1,683,574	3,897,965
DBSA @ 10.920%	103946/1	2026	28,000,000	-	4,000,000	24,000,000
DBSA @ 10.600%	103946/2	2026	100,000,000	-	-	100,000,000
DBSA @ 11.833%	61007348	2030	27,037,402	-	1,174,532	25,862,870
DBSA @ 10.728%	61007381	2030	27,427,224	-	1,277,917	26,149,307
DBSA @ 10.205%	61007382	2030	28,346,726	-	1,364,771	26,981,955
DBSA @ 9.240%	61007559		54,000,000	-	3,442,720	50,557,280
DBSA@9.994%	61007575		-	54,000,000	-	54,000,000
			271,371,720	**54,000,000**	**13,791,970**	**311,579,750**
Annuity loans						
INCA @ 10.090%		2022	20,467,657	-	6,158,612	14,309,045
ABSA @ 10.440%	4073054262	2024	20,382,935	-	3,292,795	17,090,140
ABSA @ 10.820%	4073923493	2024	21,661,626	-	3,466,082	18,195,544
ABSA @ 10.380%	0387230981	2024	38,081,252	-	5,438,355	32,642,897
ABSA @ 9.110%	0387230982	2028	23,713,814	-	1,792,703	21,921,111
ABSA @ 7.920%	0387230983	2020	1,247,336	-	1,247,336	-
ABSA @ 10.940%	0387230984	2029	32,781,412	-	1,930,653	30,850,759
ABSA @ 9.690%	0387230985	2021	498,371	-	237,356	261,015
ABSA @ 9.950%	0387230986	2030	29,812,556	-	1,569,284	28,243,272
ABSA @ 9.200%	0387230987	2022	2,638,929	-	799,457	1,839,472
			191,285,888	**-**	**25,932,633**	**165,353,255**
Total external loans						
Development Bank of Southen Africa			271,371,720	54,000,000	13,791,970	311,579,750
Annuity loans			191,285,888	-	25,932,633	165,353,255
			462,657,608	**54,000,000**	**39,724,603**	**476,933,005**

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Overstrand Municipality
Appendix B

Analysis of property, plant and equipment as at 30 June 2020

	Cost/Revaluation							Accumulated depreciation						
	Opening Balance Rand	Additions Rand	Disposals Rand	Transfers Rand	Fair value Rand	Other changes, movements 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)	369,554,335	31,461,627	(10,062)	8,810,896	-	-	409,816,796	(425,208)	-	-	-	-	(425,208)	409,391,588
Buildings (Separate for AFS purposes)	151,806,734	-	-	-	-	-	151,806,734	(60,785,721)	-	-	(3,714,290)	-	(64,500,011)	87,306,723
	521,361,069	**31,461,627**	**(10,062)**	**8,810,896**	**-**	**-**	**561,623,530**	**(61,210,929)**	**-**	**-**	**(3,714,290)**	**-**	**(64,925,219)**	**496,698,311**
Infrastructure														
Roads, Pavements & Bridges	1,561,095,726	59,110,826	-	(35,094,980)	-	-	1,585,111,572	(492,237,183)	-	-	(33,574,342)	-	(525,811,525)	1,059,300,047
Storm water	308,351,192	9,202,369	-	10,207,425	-	-	327,760,986	(107,352,497)	-	-	(6,341,616)	-	(113,694,113)	214,066,873
Electricity	1,056,055,421	20,976,276	(617,336)	182,950	-	-	1,076,599,311	(530,880,086)	617,336	-	(25,916,513)	(383,351)	(556,562,614)	520,036,697
Water purification	1,048,950,271	31,751,721	-	6,175,941	-	-	1,086,877,933	(582,627,017)	-	-	(27,731,432)	-	(810,358,449)	474,519,484
Sewerage purification	683,249,795	15,629,115	(92,033)	18,528,864	-	-	717,315,541	(302,238,924)	92,034	-	(16,802,516)	(59,162)	(319,008,568)	398,306,973
Other	54,209,602	1,317,128	-	-	-	-	55,526,730	(27,709,335)	-	-	(3,183,872)	-	(30,893,207)	24,633,523
	4,709,912,007	**137,989,435**	**(709,369)**	**-**	**-**	**-**	**4,847,192,073**	**(2,043,045,042)**	**709,370**	**-**	**(113,550,291)**	**(442,513)**	**(2,156,328,476)**	**2,690,863,597**
Community Assets														
Other	331,889,133	12,158,848	-	(77,579)	-	-	343,970,402	(127,366,646)	-	-	(9,737,864)	-	(137,104,510)	206,865,892
	331,889,133	**12,158,848**	**-**	**(77,579)**	**-**	**-**	**343,970,402**	**(127,366,646)**	**-**	**-**	**(9,737,864)**	**-**	**(137,104,510)**	**206,865,892**
Heritage assets														
Other	140,178,198	-	-	-	-	-	140,178,198	(9,250,000)	-	-	-	-	(9,250,000)	130,928,198
	140,178,198	**-**	**-**	**-**	**-**	**-**	**140,178,198**	**(9,250,000)**	**-**	**-**	**-**	**-**	**(9,250,000)**	**130,928,198**
Other assets														
General vehicles	83,141,902	22,437,207	(5,552,359)	-	-	-	100,026,750	(22,126,062)	4,090,660	-	(2,683,257)	(1,234,370)	(21,953,029)	78,073,721
Plant & equipment	9,811,053	2,864,723	(340,385)	77,579	-	-	12,412,970	(5,887,210)	340,384	-	(778,971)	(64,693)	(6,390,490)	6,022,480
Office Equipment	24,656,141	3,126,760	(526,923)	-	-	-	27,255,978	(15,706,658)	526,923	-	(1,826,402)	(76,266)	(17,082,403)	10,173,575
	117,609,096	**28,428,690**	**(6,419,667)**	**77,579**	**-**	**-**	**139,695,698**	**(43,719,930)**	**4,957,967**	**-**	**(5,288,630)**	**(1,375,329)**	**(45,425,922)**	**94,269,776**
Total property plant and equipment														
Land and buildings	521,361,069	31,461,627	(10,062)	8,810,896	-	-	561,623,530	(61,210,929)	-	-	(3,714,290)	-	(64,925,219)	496,698,311
Infrastructure	4,709,912,007	137,989,435	(709,369)	-	-	-	4,847,192,073	(2,043,045,042)	709,370	-	(113,550,291)	(442,513)	(2,156,328,476)	2,690,863,597
Community Assets	331,889,133	12,158,848	-	(77,579)	-	-	343,970,402	(127,366,646)	-	-	(9,737,864)	-	(137,104,510)	206,865,892
Heritage assets	140,178,198	-	-	-	-	-	140,178,198	(9,250,000)	-	-	-	-	(9,250,000)	130,928,198
Other assets	117,609,096	28,428,690	(6,419,667)	77,579	-	-	139,695,698	(43,719,930)	4,957,967	-	(5,288,630)	(1,375,329)	(45,425,922)	94,269,776
	5,820,949,503	**210,038,600**	**(7,139,098)**	**8,810,896**	**-**	**-**	**6,032,659,901**	**(2,284,592,547)**	**5,667,337**	**-**	**(132,291,075)**	**(1,817,842)**	**(2,413,034,127)**	**3,619,625,774**
Intangible assets														
Computers - software & programming	9,488,431	1,017,865	-	-	-	-	10,506,296	(3,251,676)	-	-	(446,610)	-	(3,698,286)	6,808,010
Other	2,360,000	-	-	-	-	-	2,360,000	-	-	-	-	-	-	2,360,000
	11,848,431	**1,017,865**	**-**	**-**	**-**	**-**	**12,866,296**	**(3,251,676)**	**-**	**-**	**(446,610)**	**-**	**(3,698,286)**	**9,168,010**

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Overstrand Municipality
Appendix B

Analysis of property, plant and equipment as at 30 June 2020

	Cost/Revaluation							Accumulated depreciation						
	Opening Balance Rand	Additions Rand	Disposals Rand	Transfers Rand	Fair value Rand	Other changes, movements Rand	Closing Balance Rand	Opening Balance Rand	Disposals Rand	Transfers Rand	Depreciation Rand	Impairment loss Rand	Closing Balance Rand	Carrying value Rand
Investment properties														
Investment property	117,432,500	-	-	(7,200,000)	12,888,000	-	123,120,500	-	-	-	-	-	-	123,120,500
	117,432,500	**-**	**-**	**(7,200,000)**	**12,888,000**	**-**	**123,120,500**	**-**	**-**	**-**	**-**	**-**	**-**	**123,120,500**
Total														
Land and buildings	521,361,069	31,461,627	(10,062)	8,810,896	-	-	561,623,530	(61,210,929)	-	-	(3,714,290)	-	(64,925,219)	496,698,311
Infrastructure	4,709,912,007	137,989,435	(709,369)	-	-	-	4,847,192,073	(2,043,045,042)	709,370	-	(113,550,291)	(442,513)	(2,156,328,476)	2,690,863,597
Community Assets	331,889,133	12,158,848	-	(77,579)	-	-	343,970,402	(127,366,646)	-	-	(9,737,864)	-	(137,104,510)	206,865,892
Heritage assets	140,178,198	-	-	-	-	-	140,178,198	(9,250,000)	-	-	-	-	(9,250,000)	130,928,198
Other assets	117,609,096	28,428,690	(6,419,667)	77,579	-	-	139,695,698	(43,719,930)	4,957,967	-	(5,288,630)	(1,375,329)	(45,425,922)	94,269,776
Intangible assets	11,848,431	1,017,865	-	-	-	-	12,866,296	(3,251,676)	-	-	(446,610)	-	(3,698,286)	9,168,010
Investment properties	117,432,500	-	-	(7,200,000)	12,888,000	-	123,120,500	-	-	-	-	-	-	123,120,500
	5,950,230,434	**211,056,465**	**(7,139,098)**	**1,610,896**	**12,888,000**	**-**	**6,168,646,697**	**(2,287,844,223)**	**5,667,337**	**-**	**(132,737,685)**	**(1,817,842)**	**(2,416,732,413)**	**3,751,914,284**

AUDITOR-GENERAL SOUTH AFRICA
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Segmental analysis of property, plant and equipment as at 30 June 2020

	Cost/Revaluation						Accumulated Depreciation						
	Opening Balance	Additions	Disposals	Transfers	Fair value	Closing Balance	Opening Balance	Disposals	Transfers	Depreciation	Impairment loss	Closing Balance	Carrying value
	Rand	Rand	Rand	Rand	Rand	Rand	Rand	Rand	Rand	Rand	Rand	Rand	Rand
Municipality													
Finance & Admin/Finance	908,429,294	60,908,182	(6,429,729)	1,668,475	12,888,000	**977,464,222**	(117,432,535)	4,957,967	-	(9,449,530)	(1,375,329)	**(123,299,427)**	854,164,795
Comm. & Social/Libraries and archives	331,889,133	12,158,848	-	(77,579)	-	**343,970,402**	(127,366,646)	-	-	(9,737,864)	-	**(137,104,510)**	206,865,892
Waste Water Management/Sewerage	683,249,795	15,629,115	(92,033)	18,528,664	-	**717,315,541**	(302,238,924)	92,034	-	(16,802,516)	(59,162)	**(319,008,568)**	398,306,973
Road Transport/Roads	1,869,446,918	68,313,195	-	(24,887,555)	-	**1,912,872,558**	(599,589,680)	-	-	(39,915,958)	-	**(639,505,638)**	1,273,366,920
Water/Water Distribution	1,046,950,271	31,751,721	-	6,175,941	-	**1,084,877,933**	(582,627,017)	-	-	(27,731,432)	-	**(610,358,449)**	474,519,484
Electricity /Electricity Distribution	1,056,055,421	20,978,276	(617,336)	182,950	-	**1,076,599,311**	(530,880,086)	617,336	-	(25,916,513)	(383,351)	**(556,562,614)**	520,036,697
Waste management/Refuse	54,209,602	1,317,128	-	-	-	**55,526,730**	(27,709,335)	-	-	(3,183,872)	-	**(30,893,207)**	24,633,523
	5,950,230,434	**211,056,465**	**(7,139,098)**	**1,610,896**	**12,888,000**	**6,168,646,697**	**(2,287,844,223)**	**5,667,337**	**-**	**(132,737,685)**	**(1,817,842)**	**(2,416,732,413)**	**3,751,914,284**
Total													
Municipality	5,950,230,434	211,056,465	(7,139,098)	1,610,896	12,888,000	**6,168,646,697**	(2,287,844,223)	5,667,337	-	(132,737,685)	(1,817,842)	**(2,416,732,413)**	3,751,914,284
	5,950,230,434	**211,056,465**	**(7,139,098)**	**1,610,896**	**12,888,000**	**6,168,646,697**	**(2,287,844,223)**	**5,667,337**	**-**	**(132,737,685)**	**(1,817,842)**	**(2,416,732,413)**	**3,751,914,284**

AUDITOR-GENERAL SOUTH AFRICA
Auditing to build public confidence
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Segmental Statement of Financial Performance for the year ended 30 June 2020

Prior Year				Current Year		
Actual Income Rand	Actual Expenditure Rand	Surplus /(Deficit) Rand		Actual Income Rand	Actual Expenditure Rand	Surplus /(Deficit) Rand
			Functions			
39,901,317	55,957,426	(16,056,109)	Executive and Council	30,254,349	39,624,200	(9,369,851)
372,221,322	163,250,597	208,970,725	Finance and Administration	317,322,368	174,217,458	143,104,910
14,230,514	36,781,887	(22,551,373)	Planning and Development	8,315,119	39,396,933	(31,081,814)
86,460	2,667,844	(2,581,384)	Internal Audit	35,742	2,322,018	(2,286,276)
8,488,572	17,009,238	(8,520,666)	Community and Social Services	8,070,907	15,215,959	(7,145,052)
47,457,067	18,423,990	29,033,077	Housing	104,370,276	29,347,378	75,022,898
3,755,520	43,479,227	(39,723,707)	Public Safety	32,801,110	82,675,412	(49,874,302)
29,227,378	43,904,713	(14,677,335)	Sport and Recreation	18,800,829	44,288,568	(25,487,739)
294,953	6,820,973	(6,526,020)	Environmental Protection	21,236	9,901,742	(9,880,506)
110,676,558	99,416,701	11,259,857	Waste Water Management	103,933,774	90,405,562	13,528,212
37,854,781	140,112,662	(102,257,881)	Road Transport	7,166,286	107,277,202	(100,110,916)
145,980,226	122,989,424	22,990,802	Water	153,663,169	112,898,826	40,764,343
419,560,383	365,115,031	54,445,352	Energy Sources	459,980,208	366,823,259	93,156,949
76,776,550	81,024,260	(4,247,710)	Waste Management	86,662,024	71,807,771	14,854,253
-	3,031,175	(3,031,175)	Other: Tourism	-	2,997,908	(2,997,908)
1,306,511,601	**1,199,985,148**	**106,526,453**		**1,331,397,397**	**1,189,200,196**	**142,197,201**
			Other charges			
(91,989,230)	(91,989,230)	-	Departmental charges	(96,772,672)	(96,772,672)	-
(91,989,230)	**(91,989,230)**	**-**		**(96,772,672)**	**(96,772,672)**	**-**
1,306,511,601	1,199,985,148	106,526,453	Functions	1,331,397,397	1,189,200,196	142,197,201
(91,989,230)	(91,989,230)	-	Other charges	(96,772,672)	(96,772,672)	-
1,214,522,371	**1,107,995,918**	**106,526,453**	**Total**	**1,234,624,725**	**1,092,427,524**	**142,197,201**



AUDITOR-GENERAL SOUTH AFRICA

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Overstrand Municipality
Appendix E(1)

Actual versus Budget(Revenue and Expenditure) for the year ended 30 June 2020

	Act. Bal. Rand	Adjusted budget Rand	Variance Rand	Var	Explanation of Significant Variances greater than 10% versus Budget
Revenue					
Service charges	699,548,616	690,949,816	8,598,800	1.2	
Rental of facilities and equipment	5,738,360	5,805,000	(66,640)	(1.1)	
Agency services	4,376,030	5,200,000	(823,970)	(15.8)	Less vehicle registrations issued and therefore less commission earned
Licences and permits	1,974,981	2,462,200	(487,219)	(19.8)	Less licences issued than anticipated
Property rates	240,914,416	242,050,000	(1,135,584)	(0.5)	
Government grants and subsidies	160,532,335	172,838,255	(12,305,920)	(7.1)	
Public contributions	3,729,771	3,976,079	(246,308)	(6.2)	
Fines, penalties and forfeits	18,210,765	32,552,220	(14,341,455)	(44.1)	More older fines issued were written off and reduced than anticipated
Other income	139,286,575	142,118,328	(2,831,753)	(2.0)	
Interest received - investment	51,318,116	43,801,000	7,517,116	17.2	- Slower Capital Budget implementation, increased interest on outstanding consumer debtors and more cash available for investing
Interest received - other	1,867,914	10,101	1,857,813	18,392.4	Interest receivedby property admin
	1,327,497,879	1,341,762,999	(14,265,120)	(1.1)	
Expenses					
Employee related costs	(382,527,445)	(402,208,341)	19,680,896	(4.9)	
Remuneration of councillors	(11,282,325)	(11,382,807)	100,482	(0.9)	
Depreciation	(132,276,527)	(130,562,165)	(1,714,362)	1.3	
Amortisation	(446,610)	(723,039)	276,429	(38.2)	Budgeting subject to impracticalities for the determination of the outcome in advance.
Impairments	(1,817,842)	-	(1,817,842)	100.0	The budget format does not provide a separate item for impairment loss as it is budgeted together with depreciation, but shown separate in the financial statements
Finance costs	(46,570,200)	(51,548,815)	4,978,615	(9.7)	
Debt Impairment	(23,452,590)	(24,456,320)	1,003,730	(4.1)	
Lease rentals	(104,747)	(181,961)	77,214	(42.4)	Reduced expenditure due to the termination/expiration of certain leases
Bulk purchases	(278,484,673)	(282,845,018)	4,360,345	(1.5)	
Contracted Services	(177,913,891)	(208,859,785)	30,945,894	(14.8)	Reduced expenditure due to cost containment and possible influence of the National lockdown during March.
Transfers and Subsidies	(559,623)	(580,623)	21,000	(3.6)	
Materials	(42,301,753)	(47,142,294)	4,840,541	(10.3)	Reduced expenditure due to cost containment and possible influence of the National lockdown during March.
General Expenses	(89,805,147)	(114,576,880)	24,771,733	(21.6)	General cost savings and efficiencies and possible influence of the National lockdown during March.
	(1,187,543,373)	(1,275,068,048)	87,524,675	(6.9)	
Other revenue and costs					
Gain or loss on disposal of assets and liabilities	(1,383,595)	(31,685,000)	30,301,405	(95.6)	Budgeting subject to impracticalities for the determination of the outcome in advance.
Fair value adjustments	3,899,518	(2,000,000)	5,899,518	(295.0)	Budgeting subject to impracticalities for the determination of the outcome in advance.
Inventories losses/write-downs	(273,228)	-	(273,228)	-	Budgeting subject to impracticalities for the determination of the outcome in advance.
	2,242,695	(33,685,000)	35,927,695	(106.7)	
Net surplus/(deficit) for the year	142,197,201	33,009,951	109,187,250	330.8	

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Budget Analysis of Capital Expenditure as at 30 June 2020

	Additions	Revised Budget	Variance	Variance	Explanation of significant variances in excess of 10% of the budget
	Rand	Rand	Rand	%	
Municipality					
Executive & Council/Mayor and Council	1,714	10,000	(8,286)	(83)	
Planning and Development/Economic Development/Plan	1,219,931	3,896,492	(2,676,561)	(69)	Roll over project identified to be completed in 2020-2021
Comm. & Social/Libraries and archives	1,330,053	2,959,600	(1,629,547)	(55)	Roll over project identified to be completed in 2020-2021
Housing	85,753,090	84,373,363	1,379,727	2	
Public Safety/Police	15,694,332	20,790,251	(5,095,919)	(25)	Roll over projects identified to be completed in 2020-2021
Sport and Recreation	9,980,664	19,054,872	(9,074,208)	(48)	Roll over project identified to be completed in 2020-2021
Waste Water Management/Sewerage	26,893,030	41,064,926	(14,171,896)	(35)	Roll over projects identified to be completed in 2020-2021
Road Transport/Roads	5,645,336	18,836,165	(13,190,829)	(70)	Roll over projects identified to be completed in 2020-2021
Water/Water Distribution	31,751,721	39,982,374	(8,230,653)	(21)	Roll over projects identified to be completed in 2020-2021
Electricity /Electricity Distribution	21,428,126	29,225,802	(7,797,676)	(27)	Turnkey electrical projects identified in Gansbaai area
Waste Management	7,310,875	11,511,122	(4,200,247)	(36)	Roll over projects identified to be completed in 2020-2021
Corporate Services	4,047,592	4,095,000	(47,408)	(1)	
	211,056,464	275,799,967	(64,743,503)	(23)	

Overstrand Municipality
Appendix F
Disclosures of Grants and Subsidies in terms of Section 123 MFMA, 56 of 2003, for the year ended 30 June 2020

Name of Grants	Name of organ of state or municipal entity	Quarterly Receipts					Quarterly Expenditure					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 non-compliance
		Sep	Dec	Mar	Jun	Total	Sep	Dec	Mar	Jun	Total		Yes/ No	
FMG	Nat Treasury	1,550	-	-	-	1,550	227	261	302	760	1,550	N/A	Yes	N/A
EPWP	Prov Treasury	659	1,186	790	-	2,635	307	598	552	1,265	2,722	N/A	Yes	N/A
MIG	Nat Treasury	6,650	-	13,310	12,050	32,010	2,220	4,847	6,891	10,570	24,528	N/A	Yes	N/A
INEP	DME	3,000	4,000	-	-	7,000	3,244	1,991	998	767	7,000	N/A	Yes	N/A
Library	Prov Treasury	2,429	2,429	2,429	-	7,287	2,202	2,514	2,065	506	7,287	N/A	Yes	N/A
Housing	Prov Treasury	59,457	25,075	8,747	14,843	108,122	21,162	59,426	9,970	13,190	103,748			
Main road sub	Prov Treasury	126	-	-	-	126	126	-	-	-	126	N/A	Yes	N/A
Thusong Centre	Prov Treasury	-	100	-	-	100	-	22	32	14	68	N/A	Yes	N/A
Fin Man Capacity	Prov Treasury	-	-	-	-	-	-	-	-	-	-			
FMSG	Prov Treasury	-	-	-	-	-	-	-	-	-	-			
Graduate Internship	Prov Treasury	-	-	-	-	-	18	18	(1)	-	35	N/A	Yes	N/A
K9 Unit	Prov Treasury	-	2,000	-	-	2,000	-	342	1,254	2,274	3,870	N/A	Yes	N/A
Mun Serv Delivery and Capacity	Prov Treasury	-	-	-	-	-	-	72	10	56	138	N/A	Yes	N/A
Disaster Management	Prov Treasury	5,000	-	-	179	5,179	-	-	-	2,022	2,022	N/A	Yes	N/A
Public Transport Non-motorised Infrastructure	Prov Treasury	-	-	1,500	-	-	-	-	-	750	750	N/A	Yes	N/A
LG Support grant	Prov Treasury	-	-	-	650	650	-	-	-	650	650			
Community development workers	Prov Treasury	-	-	148	-	148	-	-	-	35	35			
		78,871	34,790	26,924	27,722	166,807	29,506	70,091	22,073	32,859	154,529			

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 3 to 71, which comprise the statement of financial position as at 30 June 2020, statement of financial performance, statement of changes in net assets, cash flow statement and statement of comparison of budget information with actual information 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 2020, and its financial performance and cash flows for the year then ended in accordance with the Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Municipal Finance Management Act 56 of 2003 (MFMA) and the Division of Revenue Act no. 16 of 2019 (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 Overstrand Municipality in accordance with the International Ethics Standards Board for Accountants' International code of ethics for professional accountants (including International Independence Standards) (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.

5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matters

6. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Restatement of corresponding figures

7. As disclosed in note 44 to the financial statements, the corresponding figures for 30 June 2019 were restated as a result of errors in the financial statements of the municipality at, and for the year ended 30 June 2020.

Material impairments – trade debtors

8. As disclosed in note 32 to the financial statements, material losses of R23 452 590 was incurred as a result of a write-off of irrecoverable fines and consumer debtors.

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 72 to 79 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 on them.

Unaudited disclosure notes

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 on it.

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 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 Overstrand 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 25 of 2004 (PAA) and the general notice issued in terms thereof, I have a responsibility to report on the usefulness and reliability of the reported performance information against predetermined objectives for selected objective presented in the annual performance report. I performed procedures to identify material findings but not to gather evidence to express assurance.

17. My procedures address the usefulness and reliability of the reported performance information, which must be based on the municipality's approved performance planning documents. I have not evaluated the completeness and appropriateness of the performance indicators/measures included in the planning documents. My procedures do not examine whether the actions taken by the municipality enabled service delivery. My procedures also do 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 objectives presented in the municipality's annual performance report for the year ended 30 June 2020:

objectives	Pages in the annual performance report
The provision and maintenance of municipal services	104 – 121

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 identify any material findings on the usefulness and reliability of the reported performance information for this objective:

    - The provision and maintenance of municipal services

Other matter

21. I draw attention to the matter below.

Achievement of planned targets

22. Refer to the annual performance report on pages 104 to 121 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 municipality's compliance with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.

24. I did not identify any material findings on compliance with the specific matters in key legislation 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 those selected objectives 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 on it.

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 objectives 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

Cape Town

28 February 2020

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 selected objectives 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 relating to events or conditions that may cast significant doubt on the ability of the municipality to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause a municipality to cease operating as a going concern
   - evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation

Communication with those charged with governance

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, the actions taken to eliminate threats or the safeguards applied.

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 2020

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 2020.

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
- Mr M Mdludlu
- Mr G Serfontein
- Ms M Koekemoer

2.2 Meetings

The JAPAC met on the following dates during the year under review:

- 21 August 2019
- 17 September 2019
- 19 November 2019
- 03 March 2020
- 24 June 2020

The Executive Mayor, Chairperson of the Finance Portfolio Committee, Chairperson of the Management Services Portfolio Committee, Municipal Manager, Director: Finance, Director: Management Services, Senior Manager: Strategic Services, Chief Risk Officer 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 was 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 Division of Revenue (DoRA)

3.2 Combined Assurance Bi-Annual Review 1

3.3 Combined Assurance Bi-Annual Review 2

3.4 Evaluating the Risk Management Process

3.5 Follow-up: Susceptibility of armed robberies at municipal buildings

3.6 Consulting Service: Loss of Records

3.7 Disaster management function

3.8 Limited specialized emergency vehicles (fire, rescue and disaster management)

3.9 Matters struck from the court roll

3.10 Key Controls Assessment 1

3.11 Key Controls Assessment 2

3.12 Predetermined Objectives – Q4 2018/19 financial year

3.13 Predetermined Objectives – Q1 2019/20 financial year

3.14 Predetermined Objectives – Q2 2019/20 financial year

3.15 Predetermined Objectives – Q3 2019/20 financial year

4. ANNUAL FINANCIAL STATEMENTS: 2019/2020 financial year

The JAPAC commends the municipality for compiling and completing the Annual Financial Statements in-house and with own resources.

The Joint Audit and Performance Audit Committee (JAPAC) also takes note that the Annual Financial Statements were not subjected to any form of correction with no material misstatements.

5. AUDIT REPORT OF THE AUDITOR GENERAL: 2019/2020 financial year

The Audit Report of the Auditor General for the 2019/2020 financial year has been reviewed by the JAPAC and we commend the Municipality in maintaining its clean audit status for the eight-consecutive year. This audit outcome is a result of the good governance practices that has been embedded in the organisation as well as a commitment to excellence by management and staff within the organisation.

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 is 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.

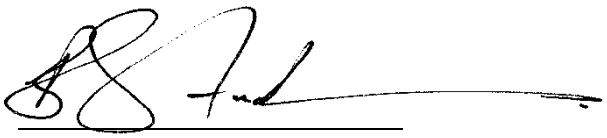
7. RISK MANAGEMENT

During the year under review the JAPAC noted that the municipality has appointed a new Chief Risk Officer and it has also appointed the risk management intern effective 01 July 2020. The JAPAC is satisfied with the progress made by the municipality in capacitating its risk management unit.

8. CONCLUSION

The JAPAC enjoyed a good working relationship with the Municipal Manager and Directors as well as the Executive Mayor and councillors that attended meetings of the committee. The Internal Audit department did valuable work and the JAPAC relied heavily on their inputs and effort.

The JAPAC noted the retirement of the Municipal Manager, Mr Coenie Groenewald and wish to express their thanks and appreciation for the sterling work done by him during his term as the Accounting Officer for the municipality. Good corporate governance practices have been embedded within the organisation and overall Overstrand Municipality can truly be recognised as one of the best managed and best performing municipalities in South Africa.



BH VAN STAADEN
Chairperson
Joint Audit Committee and Performance Audit Committee

Date: 09 March 2021

ANNEXURE D:
WATER SERVICES PLAN FOR 2019/20

OVERSTRAND MUNICIPALITY

Disclaimer

This report has been prepared on behalf of and for the exclusive use of OVERSTRAND MUNICIPALITY, and is subject to and issued in accordance with the agreement between OVERSTRAND MUNICIPALITY and iX engineers (Pty) Ltd. iX engineers (Pty) Ltd accepts no liability or responsibility whatsoever for it in respect of any use of or reliance upon this report by any third party.

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Version Control:

Status	Description	Date	Reference
Draft	Draft 2019/2020 Annual WSDP Performance- and Water Services Audit Report	September 2020	Project No. 301928
Approval	Final 2019/2020 Annual WSDP Performance- and Water Services Audit Report	Will be submitted with Annual Report	The Municipality will forward the Council Resolution for the approval of the WSDP Performance- and Water Services Audit Report to the DWS.

Prepared by:

Designation	Name	Contact No.	E-mail
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PROJECT 301928 - OVERSTRAND MUNICIPALITY: ANNUAL WSDP PERFORMANCE AND WATER SERVICES AUDIT REPORT FOR 2019/2020

REV	DESCRIPTION	ORIG	REVIEW	IX ENGINEERS	DATE	CLIENT APPROVAL	DATE
Draft	Draft issued for external review	R Kuffner	JT Human				
		Author	A Reviewer	Approval		Approval	
Final	Final for approval by Council	R Kuffner	JT Human				
		Author	A Reviewer	Approval		Approval	

FOREWORD:

Overstrand Municipality is required in terms of Section 18 of the Water Services Act, 1997 (Act No.108 of 1997), as well as the "Regulations relating to compulsory national standards and measures to conserve water", as issued in terms of sections 9(1) and 73(1)(j) of the Water Services Act, to report on the implementation of its WSDP during each financial year and to include a water services audit in such an annual report.

The WSDP Performance- and Water Services Audit is designed to monitor the compliance of Overstrand Municipality with these regulations. It also assists the communities within Overstrand Municipality's Management Area and the DWS to assess how well the Municipality is performing relative to their stated intentions and their capacity. The WSDP Performance- and Water Services Audit Report can be seen as an annexure to the Municipality's Annual Report. The Annual Report is compiled as required by the Local Government Municipal Systems Act, Act no 32 of 2000 (Section 46) and the Local Government: Municipal Finance Management Act, Act no 56 of 2003 (Section 121).

Overstrand Municipality's Vulnerability Index for 2020 was indicated as 0.23 "Low Vulnerability" in the latest Municipal Strategic Self-Assessment Report. The vulnerability of all the KPIs for the 2020 assessment were low, except Information Management (60%) and Customer Care (70%) for which the vulnerability was indicated as moderate and Financial Asset Management (50%) for which the vulnerability was indicated as high.

A Water and Waste Water Bulk Works Contract between Overstrand Municipality and Veolia Water Solutions & Technologies South Africa (Pty) Ltd is in place to operate the bulk infrastructure in Overstrand Municipality's Management Area for a period of fifteen (15) years (Signed on the 8th of December 2018). The Municipality also has the right to extend the contract for a further five (5) years.

The water and sanitation services of Overstrand Municipality is managed in a financial sustainable manner, with a surplus generated on the operation and maintenance budgets of these services for the last ten financial years.

Overstrand Municipality also successfully completed various capital projects over the last financial year. The capital budget expenditure, for the 2019/2020 financial year, was R24.904 million (62.3% of the budget) for the water infrastructure projects and R15.641 million (77.3% of the budget) for the sewerage infrastructure projects.

The implementation of the Municipality's WDM Strategy and Action Plan have been extremely successful, with the overall raw water requirements for all the systems reduced from 9 206 Ml in 2008/2009 to 7 028 Ml in 2011/2012 (annual decrease of -8.6% over three year period) and a further steady increase over the last eight years to 7 864 Ml in 2019/2020 (average annual increase of 1.41% over last eight years). The overall NRW for all the systems for the 2019/2020 financial year was 1 580 Ml, which is a respectable 22.31%. The overall water losses was 1 522 Ml (21.48%).

The Western Cape experienced a severe drought over the period 2015 to 2017, with some relief during the 2018, 2019 and 2020 winter months. The drought over the period 2015 to 2017 reduced the safe yield of the Municipality's own existing surface and groundwater resources. The Municipality therefore continue with the WC/WDM measures to lower the current and future water requirements and 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 augmentation of the Greater Hermanus existing water sources is currently the most critical. The Municipality is currently busy with the augmentation of the Hermanus (Gateway) boreholes. A Scoping Report for the augmentation of potable water supplies to Hermanus was also completed during August 2018, which investigated the feasibility of various augmentation options.

Comprehensive Operational and Compliance Water Quality and Final Effluent Monitoring Programmes are implemented by Overstrand Municipality. The Municipality performed "Excellent" with regard to their Water Quality Compliance for the last financial year. The overall percentage compliance of the water quality samples taken over the period July to June for the last three financial years are indicated in the table below.

Overall Percentage Compliance of the Water Quality Samples Taken Over the Period July to June for the Last Three Financial Years															
Distribution System	Acute Health (%)						Chronic Health (%)			Aesthetic (%)			Operational Efficiency (%)		
	Microbiological			Chemical											
	19/20	18/19	17/18	19/20	18/19	17/18	19/20	18/19	17/18	19/20	18/19	17/18	19/20	18/19	17/18
All Systems	97.9	98.5	98.8	100.0	100.0	100.0	99.7	99.6	99.5	97.5	96.4	97.7	93.2	92.8	94.7

The overall percentage compliances of the final effluent samples taken over the last three financial years are summarised in the table below.

Overall Percentage Compliance of the Final Effluent Samples Taken Over the Last Three Financial Years									
WWTW	Microbiological (%)			Chemical (%)			Physical (%)		
	19/20	18/19	17/18	19/20	18/19	17/18	19/20	18/19	17/18
All WWTWs	95.7	95.0	96.7	88.0	95.4	90.4	76.5	95.6	95.0

A comprehensive Performance Management System and Customer Services and Complaints system are also in place. The SDBIP is the process plan and performance indicator / evaluation process for the execution of the budget. The SDBIP is being used as a management, implementation and monitoring tool that assists and guide the Executive Mayor, Councillors, Municipal Manager, Senior Managers and the community. The plan serves as an input to the performance agreements of the Municipal Manager and Directors. It also forms the basis for the monthly, quarterly, mid-year and the annual assessment report and performance assessments of the Municipal Manager and Directors.

The Municipality has maintained a high and consistent level of service to its urban water consumers. After hours emergency requests are being dealt with by the control room on a twenty-four hour basis. Requests are furthermore captured on an electronic mail or works-order system to ensure the execution thereof.

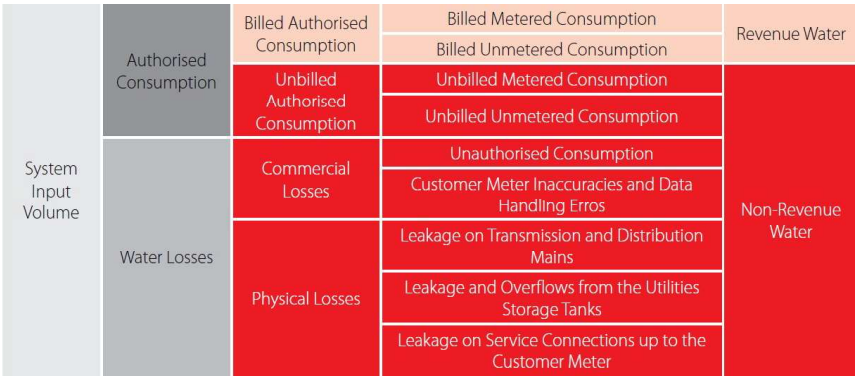
ABBREVIATIONS AND DEFINITIONS

ATML	Aeration Tank Mix Liquor
BDS	Blue Drop System
CES	Community Engineering Services
CIP	Comprehensive Infrastructure Plan
COD	Chemical Oxygen Demand
CPM	Contract Programme Manager
CRC	Current Replacement Cost
CRR	Cumulative Risk Ratio
CWDP	Coastal Water Discharge Permit
DAFF	Dissolved Air Flotation and Filtration
DBSA	Development Bank of Southern Africa
DEA	Department of Environmental Affairs
DRC	Depreciated Replacement Cost
DWQ	Drinking Water Quality
DWS	Department of Water and Sanitation
ESETA	Energy and Water Services Sector Education and Training Authority
ESKOM	Electricity Supply Commission
FET	Future Education Training
GAMAP	General Accepted Municipal Accounting Practice
GDIP	Green Drop Improvement Plan
GIS	Geographic Information Systems
HIV	Human Immunodeficiency Virus
IAM	Infrastructure Asset Management
ICT	Information and Communications Technology
IDP	Integrated Development Plan
ILI	Infrastructure Leakage Index
IMQS	Infrastructure Management Query System
IRIS	Integrated Regulatory Information System
ISP	Internal Strategic Perspective
IWA	International Water Association
km^2	Square Kilometre
LGTAS	Local Government Turn Around Strategy
m	Metre
MAP	Mean Annual Precipitation
MAR	Mean Annual Runoff
MFMA	Municipal Finance Management Act
MIG	Municipal Infrastructure Grant
MISA	Municipal Infrastructure Support Agent
Mℓ	Mega Litre
Mℓ/a	Mega Litre per Annum
MLSS	Mixed Liquor Suspended Solids
MTREF	Medium Term Revenue Expenditure Framework
NQF	National Qualifications Framework
NRW	Non-Revenue Water

ABBREVIATIONS AND DEFINITIONS / Continue

PAT	Progress Assessment Tool
PDA	Previously Disadvantaged Areas
PRV	Pressure Reducing Valve
RDP	Reconstruction and Development Programme
RUL	Remaining Useful Life
SALGA	South African Local Government Association
SANS	South African National Standard
SCADA	Supervisory Control and Data Acquisition
SDBIP	Service Delivery and Budget Implementation Plan
SDF	Spatial Development Framework
SWRO	Sea Water Reverse Osmosis
TDS	Total Dissolved Solids
TMG	Table Mountain Group
TSS	Total Suspended Solids
VAT	Value Added Tax
VIP	Ventilated Improved Pit
WDM	Water Demand Management
WMA	Water Management Area
WRM	Water Resource Management
WSA	Water Services Authority
WSDP	Water Services Development Plan
WSI	Water Services Institution
WSIG	Water Services Infrastructure Grant
WSP	Water Services Provider
WTW	Water Treatment Works
WULA	Water Use Licence Application
WWTW	Waste Water Treatment Works

KEY TERMS AND INTERPRETATIONS

KEY TERMS	INTERPRETATIONS
Current replacement cost (CRC)	The cost of replacing the service potential of an existing asset, by reference to some measure of capacity, with an appropriate modern equivalent asset. GAMAP defines CRC as the cost the entity would incur to acquire the asset on the reporting date.
Depreciated Replacement Cost (DRC)	The replacement cost of an existing asset after deducting an allowance for wear or consumption to reflect the remaining economic life of the existing asset.
Financial Year	Financial year means in relation to- • a national or provincial department, the year ending 31 March; or • a municipality, the year ending 30 June.
Integrated Development Plan (IDP)	An IDP is a legislative requirement for municipalities, which identifies the municipality's key development priorities; formulates a clear vision, mission and values; formulates appropriate strategies; shows the appropriate organisational structure and systems to realise the vision and the mission and aligns resources with the development priorities.
International Water Association (IWA) Water Balance	
System Input Volume	The volume of treated water input to that part of the water supply system to which the water balance calculation relates.
Authorised Consumption	The volume of metered and/or un-metered water taken by registered customers, the water supplier and others who are implicitly or explicitly authorised to do so by the water supplier, for residential, commercial and industrial purposes. It also includes water exported across operational boundaries. Authorised consumption may include items such as fire-fighting and training, flushing of mains and sewers, street cleaning, watering of municipal gardens, public fountains, frost protection, building water, etc. These may be billed or unbilled, metered or unmetered.
Water Losses	The difference between System Input and Authorised Consumption. Water losses can be considered as a total volume for the whole system, or for partial systems such as transmission or distribution schemes, or individual zones. Water Losses consist of Physical Losses and Commercial Losses (also known as Real Losses and Apparent Losses).
Billed Authorised Consumption	Those components of Authorised Consumption which are billed and produce revenue (also known as Revenue Water). Equal to Billed Metered Consumption plus Billed Unmetered Consumption.
Unbilled Authorised Consumption	Those components of Authorised Consumption which are legitimate but not billed and therefore do not produce revenue. Equal to Unbilled Metered Consumption plus Unbilled Unmetered Consumption.
Commercial Losses	Includes all types of inaccuracies associated with customer metering as well as data handling errors (meter reading and billing), plus unauthorised consumption (theft or illegal use). Commercial losses are called "Apparent Losses" by the International Water Association and in some countries the misleading term "Non-Technical Losses" is used.
Physical Losses	Physical water losses from the pressurized system and the utility's storage tanks, up to the point of customer use. In metered systems this is the customer meter, in unmetered situations this is the first point of use (stop tap/tap) within the property. Physical losses are called "Real Losses" by the International Water Association and in some countries the misleading term "Technical Losses" is used.

KEY TERMS	INTERPRETATIONS
Billed Metered Consumption	All metered consumption which is also billed. This includes all groups of customers such as domestic, commercial, industrial or institutional and also includes water transferred across operational boundaries (water exported) which is metered and billed.
Billed Unmetered Consumption	All billed consumption which is calculated based on estimates or norms but is not metered. This might be a very small component in fully metered systems (for example billing based on estimates for the period a customer meter is out of order) but can be the key consumption component in systems without universal metering. This component might also include water transferred across operational boundaries (water exported) which is unmetered but billed.
Unbilled Metered Consumption	Metered Consumption which is for any reason unbilled. This might for example include metered consumption by the utility itself or water provided to institutions free of charge, including water transferred across operational boundaries (water exported) which is metered but unbilled.
Unbilled Unmetered Consumption	Any kind of Authorised Consumption which is neither billed nor metered. This component typically includes items such as fire-fighting, flushing of mains and sewers, street cleaning, frost protection, etc. In a well-run utility it is a small component which is very often substantially overestimated. Theoretically this might also include water transferred across operational boundaries (water exported) which is unmetered and unbilled – although this is an unlikely case.
Unauthorised Consumption	Any unauthorised use of water. This may include illegal water withdrawal from hydrants (for example for construction purposes), illegal connections, bypasses to consumption meters or meter tampering.
Customer Metering Inaccuracies and Data Handling Errors	Commercial water losses caused by customer meter inaccuracies and data handling errors in the meter reading and billing system.
Leakage on Transmission and /or Distribution Mains	Water lost from leaks and breaks on transmission and distribution pipelines. These might either be small leaks which are still unreported (e.g. leaking joints) or large bursts which were reported and repaired but did obviously leak for a certain period before that.
Leakage and Overflows at Utility's Storage Tanks	Water lost from leaking storage tank structures or overflows of such tanks caused by e.g. operational or technical problems.
Leakage on Service Connections up to point of Customer Metering	Water lost from leaks and breaks of service connections from (and including) the tapping point until the point of customer use. In metered systems this is the customer meter, in unmetered situations this is the first point of use (stop tap/tap) within the property. Leakage on service connections might be reported breaks but will predominately be small leaks which do not surface and which run for long periods (often years).
Revenue Water	Those components of Authorised Consumption which are billed and produce revenue (also known as Billed Authorised Consumption). Equal to Billed Metered Consumption plus Billed Unmetered Consumption.
Non-Revenue Water	Those components of System Input which are not billed and do not produce revenue. Equal to Unbilled Authorised Consumption plus Physical and Commercial Water Losses.
Municipal Finance Management Act (MFMA)	Municipal Finance Management Act, 2003 (Act No. 56 of 2003)
MIG	A conditional grant from national government to support investment in basic municipal infrastructure.
Remaining useful life (RUL)	The time remaining over which an asset is expected to be used.
Service Delivery Budget Implementation Plan (SDBIP)	The SDBIP is a management, implementation and monitoring tool that enable the Municipal Manager to monitor the performance of senior managers, the Mayor to monitor the performance of the Municipal Manager, and for the community to monitor the performance of the municipality.
Strategic Framework for Water Services	The Strategic Framework provides a comprehensive summary of policy with respect to the water services sector in South Africa and sets out a strategic framework for its implementation over the next ten years.
Water Conservation	The minimisation of loss or waste, the care and protection of water resources and the efficient and effective use of water.
Water Demand Management	The adaptation and implementation of a strategy by a water institution or consumer to influence the water demand and usage of water in order to meet any of the following objectives: economic efficiency, social development, social equity, environmental protection, sustainability of water supply and services, and political acceptability.
Water Services Authority (WSA)	A water services authority means a municipality with the executive authority and the right

KEY TERMS	INTERPRETATIONS
	to administer water services as authorised in terms of the Municipal Structures Act, 1998 (Act No.117 of 1998). There can only be one water services authority in any specific area. Water services authority area boundaries cannot overlap. Water services authorities are metropolitan municipalities, district municipalities and authorised local municipalities.
Water Services Development Plan (WSDP)	A plan to be developed and adopted by the WSA in terms of the Water Services Act, 1997 (Act No.108 of 1997)
WSDP Guide Framework	Modular tool which has been developed by the DWS to support WSAs in complying with the Water Services Act with respect to Water Services Development Planning and which is also used by the DWS to regulate such compliance.
Water Services Provider (WSP)	A WSP means any person or institution who provides water services to consumers or to another water services institution, but does not include a water services intermediary.

OVERSTRAND MUNICIPALITY

ANNUAL WSDP PERFORMANCE AND WATER SERVICES AUDIT REPORT FOR 2019/2020

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 2019/2020 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 2019/2020 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 2018/2019 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 2019) 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. All the WTWs and WWTWs are registered on the IRIS website. The quality of the treated effluent re-used for irrigation purposes from the Hermanus- and Gansbaai WWTW is also sampled on a monthly basis.
- Overstrand Municipality is continuing with their Groundwater Monitoring and Management Programmes.
- The Asset Register was updated to include all the water and sewerage capital projects completed during the 2019/2020 financial year.
- Detail Process Audits were completed for all the Water- and Waste Water Treatment Plants.
- The following Technical investigations were completed during the 2019/2020 financial year:
  - Buffelsrivier WTW Conditional Assessment (Structural, process units and mechanical and electrical aspects) and Refurbishment Investigation (Immediate and short-term, medium to long-term and Replacement options).
  - A high-level assessment was done of potential options available to Overstrand Municipality for energy recovery from organic wastes. The investigation was done in support of potential energy sources for a possible sea water desalination plant for Hermanus.
  - Augmentation of Potable Water Supplies to Hermanus - Additional work was undertaken into sea water desalination.
  - Dam Safety Inspections were done for the Franskraal dam and the De Bos dam.
  - GLS Consulting has commenced with the updating of the Water and Sewer Master Plans.
  - Technical Report on the planned new Inlet Pump Station at the Hermanus WWTW.

Overstrand Municipality completed the following key water and sewerage capital infrastructure projects during the 2019/2020 financial year.

- Various sections of the water reticulation networks and sewer drainage networks and pump stations were upgraded as recommended in the Water and Sewer Master Plans. Sections of the old water reticulation networks were also replaced (Implementation of the Pipeline Replacement Programme).
- New RO package plant was installed for Stanford and the Municipality installed a pipeline for the removal of the brine from the plant.
- The Municipality started with the construction of the new 4.0Ml Gansbaai and 1.5Ml Pringle Bay reservoirs.
- The Municipality continued with the Hermanus Wellfield Phase 1 upgrade project. The project includes the commissioning of two new Gateway boreholes with safe yields of 20 l/s and 25 l/s respectively.
- An additional seventeen (17) Communal toilets and sixteen (16) communal taps were installed in various informal areas as emergency services.

- The Municipality continued with the refurbishment of the Palmiet pump station and bulk water pipeline.
- New fencing were installed at some of the water and sewerage infrastructure to improve security.
- The Gansbaai sewer network was extended.
- The Municipality finalised the upgrading of the Stanford WWTW.

Quantity of Water Services Provided (Water Balance)

Detail IWA water balance models are in place for each of the distribution systems (towns) 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 Treatment Losses, NRW and Water Losses for each of the distribution systems. 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. The 2019/2020 number of formal water consumers in Overstrand Municipality was 39 251. The average annual growth in the number of water consumers over the period 2013/2014 to 2019/2020 was 2.5%. All the formal households in the urban areas of Overstrand Municipality's Management Area are provided with water and sewer connections inside the erven.

Informal areas are supplied with communal shared services as an intermediary measure. The number of households in informal areas for June 2020 was 3 675. The average ratio of the number of households per communal tap was 11.6 and the ratio of the number of households per communal toilet facility was 4.2.

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. All schools and medical facilities in Overstrand Municipality's Management Area are supplied with adequate water and sanitation services.

Cost Recovery and Free Basic Services

A detailed 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 are provided free to all indigent consumers. The number of indigent registered households for June 2020 was 7 595. 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 registered 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 actual operational and maintenance expenditure and income for the last five financial years for water and sanitation services is summarised in the table below:

Operational and Maintenance Expenditure and Income for Water and Sanitation Services						
Service	**Expenditure / Income**	**Actual 19/20**	**Actual 18/19**	**Actual 17/18**	**Actual 16/17**	**Actual 15/16**
Water	Expenditure	R128 656 376	R117 615 148	R115 139 624	R103 668 318-50	R105 388 386-73
	Income	R153 663 169	R145 980 226	R123 749 823	R121 632 409-97	R117 279 277-35
	Surplus / Deficit	**R25 006 793**	**R28 365 078**	**R8 610 199**	**R17 964 091-47**	**R11 890 890-62**
Sanitation	Expenditure	R94 725 991	R86 438 364	R79 310 459	R67 828 646-82	R64 371 024-75
	Income	R98 447 712	R104 583 319	R83 627 554	R82 291 447-63	R77 211 013-42
	Surplus / Deficit	**R3 721 721**	**R18 144 955**	**R4 317 095**	**R14 462 800-81**	**R12 839 988-67**

Water Quality

Comprehensive Operational and Compliance Water Quality and Final Effluent Monitoring Programmes are implemented by Overstrand Municipality. The water quality of most of the water distribution systems in Overstrand Municipality is "Excellent". The percentage compliance of the water quality samples taken over the period July to June for the last three financial years for the various distribution systems, with regard to the four SANS:241:2015 categories, are summarised in the table below.

Percentage Compliance of the Water Quality Samples Taken Over the Period July to June for the Last Three Financial Years

Distribution System	Acute Health (%)						Chronic Health (%)			Aesthetic (%)			Operational Efficiency (%)		
	Microbiological			Chemical											
	19/20	18/19	17/18	19/20	18/19	17/18	19/20	18/19	17/18	19/20	18/19	17/18	19/20	18/19	17/18
Buffels River	98.4	96.3	98.0	100.0	100.0	100.0	100.0	100.0	100.0	99.0	99.7	99.6	*83.5*	*79.4*	90.4
Kleinmond	100.0	98.9	100.0	100.0	100.0	100.0	100.0	100.0	98.9	100.0	100.0	100.0	94.7	96.5	98.6
Greater Hermanus	99.1	98.2	99.6	100.0	100.0	100.0	99.7	100.0	99.9	98.5	97.7	98.7	98.7	98.3	97.6
Stanford	98.9	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	98.7	98.6	100.0
Greater Gansbaai	*94.5*	98.7	99.2	100.0	100.0	100.0	100.0	100.0	99.5	99.0	100.0	100.0	*89.7*	92.4	92.0
Pearly Beach	100.0	98.9	95.3	100.0	100.0	100.0	100.0	100.0	100.0	100.0	99.6	100.0	100.0	99.7	98.4
Baardskeerdersbos	98.8	100.0	100.0	100.0	100.0	100.0	99.2	97.7	97.7	93.2	*87.1*	93.6	91.1	*84.6*	*86.6*
Buffeljags Bay	98.6	98.6	96.5	100.0	100.0	100.0	100.0	100.0	97.7	*82.9*	*79.6*	*77.6*	97.3	97.1	97.1
All Systems	**97.9**	**98.5**	**98.8**	**100.0**	**100.0**	**100.0**	**99.7**	**99.6**	**99.5**	**97.5**	**96.4**	**97.7**	**93.2**	**92.8**	**94.7**

Note: *Unacceptable* (According to SANS241-2:2015, Table 4)

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 2019 to June 2020.

Overstrand Municipality's Compliance of the Monthly E.Coli Monitoring Frequency in the Water Distribution Systems in Terms of the Minimum Requirements of SANS 241-2:2015 (Table 2)

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 2019/2020
Buffels River	3 180	2	10.42
Kleinmond	8 077	2	6.67
Greater Hermanus	67 054	13.4	18.08
Stanford	5 894	2	6.92
Greater Gansbaai	19 524	3.9	20.58
Pearly Beach	1 237	2	6.83
Baardskeerdersbos	127	2	6.58
Buffeljags Bay	153	2	5.42

It can be noted from the above table that the number of monthly E.Coli samples taken by the Municipality during the 2019/2020 financial year was far more than the required number of samples for all the water distribution systems.

The overall Microbiological, Chemical and Physical compliance percentages of the final effluent samples taken over the last three financial years at the Kleinmond, Hawston, Hermanus, Stanford, Gansbaai and Pearly Beach WWTW are summarised in the table below.

Overall Percentage Compliance of the Final Effluent Samples Taken Over the Last Three Financial Years									
WWTW	Microbiological (%)			Chemical (%)			Physical (%)		
	19/20	18/19	17/18	19/20	18/19	17/18	19/20	18/19	17/18
Kleinmond	100.0	83.3	100.0	72.9	85.4	83.3	86.1	100.0	97.2
Hawston	100.0	100.0	100.0	93.8	95.8	91.7	69.4	83.3	83.3
Hermanus	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Stanford	91.7	91.7	91.7	87.5	97.9	79.2	86.1	100.0	97.2
Gansbaai	91.7	100.0	91.7	100.0	97.9	97.9	86.1	94.4	97.2
Pearly Beach	81.8	-	-	72.7	-	-	27.3	-	-
All WWTWs	**95.7**	**95.0**	**96.7**	**88.0**	**95.4**	**90.4**	**76.5**	**95.6**	**95.0**

Water Conservation and Water Demand Management

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 NRW for all the systems for the 2019/2020 financial year was 1 580 Ml, which is a respectable 22.31%. The overall water losses was 1 522 Ml (21.48%). The table below gives a summary of the treatment losses, non-revenue water, water losses and ILIs for the various distribution systems in Overstrand Municipality's Management Area.

Treatment Losses, NRW, Water Losses and ILIs for the Various Water Distribution Systems								
Description	Component	Unit	19/20	Record: Prior (Ml/a)				
				18/19	17/18	16/17	15/16	14/15
Buffels River	Treatment Losses	Volume	79.606	60.724	64.571	61.541	54.157	43.886
		Percentage	10.37%	7.58%	9.94%	6.97%	7.10%	5.27%
	NRW	Volume	335.271	407.056	265.104	455.126	327.463	400.622
		Percentage	48.70%	54.98%	45.31%	55.42%	46.22%	50.83%
	Water Losses	Volume	302.971	345.276	263.934	453.483	326.046	399.046
		Percentage	44.01%	46.63%	45.11%	55.22%	46.02%	50.63%
	ILI		3.00	3.45	2.67	4.63	3.36	4.34
Kleinmond	Treatment Losses	Volume	73.584	67.349	16.091	68.368	51.584	33.890
		Percentage	8.19%	8.64%	2.25%	8.33%	6.68%	4.40%
	NRW	Volume	276.922	183.409	188.379	203.625	202.304	227.374
		Percentage	33.57%	25.75%	26.90%	27.06%	28.07%	30.88%
	Water Losses	Volume	273.090	178.280	186.978	202.120	200.863	225.901
		Percentage	33.11%	25.03%	26.70%	26.86%	27.87%	30.68%
	ILI		3.30	2.17	2.28	2.48	2.49	2.16
Greater Hermanus	Treatment Losses	Volume	445.591	487.283	539.107	654.274	572.544	672.217
		Percentage	10.79%	11.77%	12.89%	13.73%	12.35%	14.58%
	NRW	Volume	430.532	332.685	262.270	317.045	474.020	359.729
		Percentage	11.69%	9.10%	7.20%	7.71%	11.66%	9.13%
	Water Losses	Volume	416.581	316.318	254.983	308.822	465.893	351.849
		Percentage	11.31%	8.66%	7.0%	7.51%	11.46%	8.93%
	ILI		0.98	0.75	0.62	0.77	1.19	0.88
Stanford	Treatment Losses	Volume	40.381	53.133	20.993	9.125	85.643	12.841
		Percentage	11.05%	14.18%	6.53%	2.91%	22.01%	4.13%
	NRW	Volume	93.141	90.868	78.723	76.937	73.438	80.356
		Percentage	28.65%	28.25%	26.20%	25.29%	24.19%	26.97%
	Water Losses	Volume	91.463	87.478	78.122	76.329	72.831	79.760
		Percentage	28.14%	27.19%	26.00%	25.09%	23.99%	26.77%
	ILI		4.31	4.16	3.81	3.80	3.69	2.81

Treatment Losses, NRW, Water Losses and ILIs for the Various Water Distribution Systems								
Greater Gansbaai	Treatment Losses	Volume	64.025	66.610	55.750	67.191	74.357	111.472
		Percentage	5.45%	5.56%	5.02%	6.41%	7.41%	11.23%
		Volume	69.012	71.221	68.287	95.258	85.837	90.727
		Percentage	19.68%	19.71%	16.30%	17.93%	16.90%	17.84%
	NRW	Volume	390.657	450.328	449.900	529.125	384.841	363.302
		Percentage	28.07%	31.67%	32.01%	37.33%	28.49%	27.96%
	Water Losses	Volume	384.859	445.817	447.089	526.290	382.139	360.704
		Percentage	27.66%	31.35%	31.81%	37.13%	28.29%	27.76%
	ILI		3.03	3.58	3.84	4.58	3.35	2.93
Pearly Beach	Treatment Losses	Volume	4.891	29.603	5.860	10.044	5.489	6.461
		Percentage	3.15%	16.98%	4.64%	7.04%	3.64%	3.97%
	NRW	Volume	46.005	38.499	23.495	21.928	36.951	52.640
		Percentage	30.57%	26.60%	19.52%	16.54%	25.41%	33.68%
	Water Losses	Volume	45.166	37.760	23.254	21.663	36.660	52.327
		Percentage	30.02%	26.09%	19.32%	16.34%	25.21%	33.48%
	ILI		2.81	2.35	1.43	1.43	1.00	2.86
Baardskeerdersbos	Treatment Losses	Volume	2.637	3.101	2.446	2.967	3.736	3.953
		Percentage	14.40%	17.15%	14.26%	18.52%	20.33%	22.63%
	NRW	Volume	6.941	7.509	6.752	5.047	6.654	6.251
		Percentage	44.28%	50.14%	45.91%	38.67%	45.44%	46.26%
	Water Losses	Volume	6.834	7.313	6.723	5.021	6.625	6.224
		Percentage	43.60%	48.83%	45.71%	38.47%	45.24%	46.06%
	ILI		2.12	2.29	2.12	1.58	1.30	1.28
Buffeljags Bay	Treatment Losses	Volume	-0.139	0.048	0.523	0.606	0.979	-
		Percentage	-2.77%	0.98%	10.53%	13.37%	18.04%	-
	NRW	Volume	0.930	0.770	0.373	0.200	0.705	0.612
		Percentage	18.03%	15.83%	8.40%	5.09%	15.85%	15.45%
	Water Losses	Volume	0.901	0.741	0.364	0.192	0.696	0.604
		Percentage	17.46%	15.24%	8.20%	4.89%	15.65%	15.25%
	ILI		4.95	4.05	2.0	1.06	3.83	3.80
TOTAL	**NRW**	**Volume**	**1 580.399**	**1 511.124**	**1 274.996**	**1 609.033**	**1 506.376**	**1 490.886**
		Percentage	**22.31%**	**21.54%**	**18.82%**	**21.29%**	**20.60%**	**20.61%**
	Water Losses	**Volume**	**1 521.865**	**1 418.983**	**1 261.447**	**1 593.920**	**1 491.753**	**1 476.416**
		Percentage	**21.48%**	**21.23%**	**18.62%**	**21.09%**	**20.40%**	**20.41%**
	ILI		1.83	1.73	1.57	2.03	1.74	1.78

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 Asset Management

A comprehensive Asset Register is in place for Overstrand Municipality, which include all the water and sewerage infrastructure. The CRC, CV, RUL, Age distribution and Condition of the water and sewerage infrastructure in Overstrand Municipality's Management Area is summarised in the table below (June 2020):

CRC, CV, RUL, Age Distribution and Condition of the Water and Sewerage Infrastructure					
Asset Type			**CRC**	**CV**	**% CV / CRC**
Water Infrastructure			R1 216 224 418	R443 928 449	36.5%
Sewerage Infrastructure			R626 708 339	R386 399 541	61.7%
Remaining Useful Life (CRC)					
Asset Type	**0 – 5 yrs**	**6 – 10 yrs**	**11 – 15 yrs**	**16 – 20 yrs**	**> 20 yrs**
Water Infrastructure	R575 383 799	R56 988 580	R28 513 906	R133 633 144	R421 704 989
Sewerage Infrastructure	R61 784 152	R79 031 327	R49 670 005	R57 707 924	R378 514 931
Age Distribution (CRC)					
Asset Type	**0 – 5 yrs**	**6 – 10 yrs**	**11 – 15 yrs**	**16 – 20 yrs**	**> 20 yrs**
Water Infrastructure	R18 628 077	R168 338 332	R331 558 909	R41 876 744	R655 822 356
Sewerage Infrastructure	R9 306 284	R102 476 834	R102 586 554	R33 275 560	R379 063 107
Condition grading by Facility Type (CRC)					
Asset Type	**Very Poor**	**Poor**	**Fair**	**Good**	**Very Good**
Water Infrastructure	R381 667 000	R44 474 651	R427 814 999	R160 049 201	R202 218 567
Sewerage Infrastructure	R18 345 705	R64 005 400	R282 146 180	R189 498 971	R72 712 083

The CRC and CV in the above table indicate that 63.5% of the value of the water infrastructure and 38.3% of the value of the sewerage infrastructure has been consumed.

The CRC of the water and sewerage infrastructure that will need to be replaced over the next five years (RUL <5 yrs) is R637.168 million. The asset renewal needs for the **water infrastructure assets** over the next 10 years is R63.237 million per year. The reinvestment required is R575.384 million in the first 5 years and R56.989 million in the second 5-year period. The age of 53.9% of the water infrastructure assets is greater than 20 years. The CRC of the water infrastructure with a condition grading of "Very Poor" is R381.667 million. The asset renewal needs for the **sewerage infrastructure assets** over the next 10 years is R14.082 million per year. The reinvestment required is R61.784 million in the first 5 years and R79.031 million in the second 5-year period. The age of 60.5% of the sewerage infrastructure assets is greater than 20 years. The CRC of the sewerage infrastructure with a condition grading of "Very Poor" is R18.346 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 (Objective is asset preservation). This Bulk Works Contract addresses the capacity constraints, the Municipality previously experienced, with regard to the operation of the WTWs and WWTWs (Objectives are skills development and retention and long term improvement of efficiency of operations).

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.

Water Services Operation and Maintenance

The existing Water and Waste Water Bulk Works Contract assist Overstrand Municipality with the operation and maintenance of their bulk water and sewerage infrastructure. Design-out Maintenance, Preventative Maintenance and Corrective or Breakdown Maintenance are practised by Overstrand Municipality (Planned and unplanned preventative and corrective maintenance). Adequate resources, information and activity control and management are in place to ensure proper operation and maintenance of the water and sewerage infrastructure.

Water Resources

The Western Cape experienced a severe drought over the period 2015 to 2017, with some relief during the 2018, 2019 and 2020 winter months. The drought over the period 2015 to 2017 reduced the safe yield of the Municipality's own existing surface and groundwater resources. The Municipality therefore continue with the WC/WDM measures to lower the current and future water requirements and investigations of augmentation options for the existing water resources.

The table below gives an overview of the years in which the annual water requirements are likely to exceed the sustainable yields / license volumes from the various resources.

Years in which the Annual Water Requirement will Exceed the Sustainable Yields / License Volumes from the Various Resources				
Distribution System	**Total Sustainable Yield (Y) / License Volume (L) (x 10^6 m^3/a)**	**Annual Growth on 2018/2019 requirement (2.5% or 3%)**	**Annual Growth on 2018/2019 requirement (3.5% or 4%)**	**WSDP Projection Model**
Buffels River	1.717 (Y)	> 2044 (2.5%)	2042 (3.5%)	> 2044
Kleinmond	2.589 (Y)	> 2044 (2.5%)	> 2044 (3.5%)	> 2044
Greater Hermanus	5.200 (L) *	2026 (3.0%)	2024 (4.0%)	2024
Stanford	1.600 (L)	> 2044 (2.5%)	> 2044 (3.5%)	> 2044
Greater Gansbaai	2.768 (Y)	2038 (3.0%)	2034 (4.0%)	2035
Pearly Beach	0.307 (Y)	> 2044 (2.5%)	2038 (3.5%)	2037
Baardskeerdersbos	0.090 (Y)	> 2044 (2.5%)	> 2044 (3.5%)	> 2044
Buffeljags Bay	0.028 (Y)	> 2044 (2.5%)	> 2044 (3.5%)	> 2044

Note * With Gateway, Camphill and Volmoed Well Fields fully operational according to the licensed volumes.

The augmentation of the Greater Hermanus existing water sources is currently the most critical. The Municipality is currently busy with the augmentation of the Hermanus (Gateway) boreholes. A Scoping Report "Augmentation of potable water supplies to Hermanus" was also completed during August 2018. The following augmentation schemes were considered:

- Seawater reverse osmosis;
- Desalination-based direct reuse scheme;
- Non-desalination based direct reuse scheme;
- Remix scheme;
- Palmiet river abstraction; and
- Aquifer recharge.

The following additional work was completed during October 2019, after the completion of the above mentioned Scoping Report.

- Sea water quality tests;
- Renewable energy options;
- Electricity cost sensitivity analysis;
- Contracting modes;

- Recommended water price plan; and
- Suitability of earmarked SWRO site.

Water Services Institutional Arrangements and Customer Services

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.

Overstrand Municipality's Vulnerability Index for 2020 was indicated as 0.23 "Low Vulnerability" in the latest Municipal Strategic Self-Assessment Report. The vulnerability of all the KPIs for the 2020 assessment were low, except Information Management (60%) and Customer Care (70%) for which the vulnerability was indicated as moderate and Financial Asset Management (50%) for which the vulnerability was indicated as high.

A Water and Waste Water Bulk Works Contract commenced on the 8th of December 2018 between Overstrand Municipality and Veolia Water Solutions & Technologies South Africa (Pty) Ltd to operate and maintain 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, Kleinmond and Eluxolweni 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 and rising main pipelines.

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.

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 2019/20

OVERSTRAND MUNICIPALITY

Munisipaliteit • U-Masipala • Municipality
OVERSTRAND

INTEGRATED WASTE MANAGEMENT PLAN:
Annual Report (1 July 2019 – 30 June 2020)

COMPILED BY:

JPCE

(Specialist Consulting Engineers)

NOVEMBER 2020

REPORT: INTEGRATED WASTE MANAGEMENT PLAN: Annual Report (1 July 2019 – 30 June 2020)

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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 2019 to 30 June 2020. The Overstrand IWMP dated May 2015 as well as the latest generation IWMP dated May 2020 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 2015 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.

The following goals and implementation items were included in the 2020 IWMP:

Goal 1:	**Strengthened education, capacity and advocacy towards Integrated Waste Management**
Strategic Objective 1:	Facilitate consumer and industry responsibility in integrated waste management
Strategic Objective 2:	Promote and ensure awareness and education of integrated waste management
Strategic Objective 3:	Build and strengthen waste management capacity
Goal 2:	**Improved integrated waste management planning and implementation for efficient waste services and infrastructure**
Strategic Objective 1:	Facilitate municipal waste management planning
Strategic Objective 2:	Promote industry waste management planning
Strategic Objective 3:	Promote the establishment of integrated waste management infrastructure and services
Strategic Objective 4:	Ensure effective and efficient waste information management
Goal 3:	**Effective and efficient utilisation of resources**
Strategic Objective 1:	Minimise the consumption of natural resources
Strategic Objective 2:	Stimulate job creation within the waste economy
Strategic Objective 3:	Increase waste diversion through reuse, recovery and recycling
Goal 4:	**Improved compliance with environmental regulatory framework**
Strategic Objective 1:	Strengthen compliance monitoring and enforcement
Strategic Objective 2:	Remediate and rehabilitate contaminated land
Strategic Objective 3:	Facilitate the development of waste policy instruments
Strategic Objective 4:	Promote self/co-regulatory measures

3. 1 JULY 2019 TO 30 JUNE 2020 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 (2015 IWMP)	2019/2020	Future planning / Comments
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 Characterisation Study	1	The study is being implemented and initial results have been included in the new generation IWMP.
Install a weighbridge at Hermanus transfer station	Completed in 2015	Completed in 2015
Install weighbridge at Kleinmond transfer station	0	Delayed to a future appropriate date.
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.	1	Positions that need to be filled have been identified.
Goal 4: Promote and Ensure Waste Minimisation		
Expand the source separation service where feasible. Part of the collection service review of Goal 3.	N/A	No further expansion planned, due to the Swop shops servicing the other areas, therefore this goal is completed.

Goals and implementation items (2015 IWMP)	2019/2020	Future planning / Comments
Goal 5: Improve Regulatory Compliance		
Enforce by-laws and review as is necessary alongside new national and provincial legislation.	N/A	Review identified in new IWMP.
Rehabilitate the Onrus, Hermanus, Hawston, Fisherman's Haven, Voëlklip, Stanford and Pearly Beach landfills. Note that the Pearly Beach rehabilitation will be completed under the construction of the new dams at the sewerage works.	N/A	Postponement of the required rehabilitation dates have been approved by the D:EA&DP after applications were submitted by the municipality. This goal is therefore moved to later appropriate dates and are included in the goals and implementation schedule of the new IWMP.
Conduct annual internal and external audits for waste management facilities. External audit cost estimates indicated below (all facilities that require audits). Costs to fix non-compliant items will be determined by the audit findings.	0.5	Operational sites were audited. Closed sites are scheduled for auditing for the 2020/2021 period due to lockdown.
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.	N/A	No large hazardous waste generators in Overstrand. A new hazardous waste study was commissioned as part of the new IWMP development.
'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 % (2019-2020)	**93%**	

Goals and implementation items (2020 IWMP)			2020/2021	Future planning / Comments
Goal 1: Strengthened education, capacity and advocacy towards Integrated Waste Management			Implemented? (1 = yes, 0 = no)	
Strategic Objective 1:	Facilitate consumer and industry responsibility in integrated waste management	The Manager: Solid Waste Planning must address and co-ordinate the requirements of awareness and general waste management either by himself or an appointed person. This person will co-ordinate and/or delegate the follow-up visits to the special and hazardous waste generators in the Overstrand municipality to ensure that all these generators are aware of applicable legislation and are following steps to become compliant if required. This person will also oversee the information gathering as per legislation, in other words, ensure that generators and transporters report to the municipality as required. General public awareness and feedback on recycling issues and information will also fall under the duties of this person, including maintaining and improving upon the diversion statistics information provided to the public. Continue to support the educational Puppet Show & Theatre.	1	Refer to additional information for public awareness. Further implementation to continue.
Strategic Objective 2:	Promote and ensure awareness and education of integrated waste management			
Strategic Objective 3:	Build and strengthen waste management capacity	Fill all vacant posts as soon as possible. Municipal solid waste employees to attend education seminars and waste forums as is appropriate for their specific responsibility levels. Capacity training and education must be conducted within the municipality where needed. It must be ensured that the solid waste management employees are informed regarding the latest legislation and how to appropriately handle and identify various waste types. Law enforcement departments must also be approached and receive education in solid waste legislation and management to enable them to identify issues and act when required. The South African Institute of Waste Management (www.iwmsa.co.za) is a voluntary organization that provides training on the management of waste. The Overstrand Municipality is encouraged to have their staff become members of this institute and to attend the training sessions that is available on their website. The Waste Management Officer attends the Provincial Waste Forum, The Western Cape Recycling Action Group as well as Overberg District Forums.	N/A	Implementation under way.

Goals and implementation items (2020 IWMP)			2020/2021	Future planning / Comments
Goal 2: Improved integrated waste management planning and implementation for efficient waste services and infrastructure				
Strategic Objective 1:	Facilitate municipal waste management planning	Finalise 5th generation IWMP	1	Completed.
Strategic Objective 2:	Promote industry waste management planning	This objective is coupled with Goal 1, where the appointed persons will liaise with industry to ensure that they are aware of the relevant legislation. Follow-up meetings and on-going communication will ensure that industry sufficiently plans and implements actions in order to be compliant and reduce waste generation along with responsible handling/treatment/transport/disposal.	N/A	Implementation for upcoming years.
Strategic Objective 3:	Promote the establishment of integrated waste management infrastructure and services	Construction of a new MRF, drop-off and garden waste chipping facility for Hermanus.	1	Construction is under way.
Strategic Objective 4:	Ensure effective and efficient waste information management	Improve the detail with which the waste characterisation study is done. The study should include sub-categories for the current included waste types in order for refined planning and diversion option identification. Continue recording at weighbridges and reporting to IPWIS by the Waste Management Officer.	1	Initial results included in the new IWMP. The study continues.
Goal 3: Effective and efficient utilisation of resources				
Strategic Objective 1:	Minimise the consumption of natural resources	This also ties in with Goal 1 to promote waste minimisation and recycling, which will in turn reduce pressure on natural resources by re-using materials efficiently. New facility designs must take cognisance of natural resource protection. For example, a rehabilitated disposal site must be covered with indigenous vegetation suited to the climate so as not to require additional watering to thrive. Awareness and education should place additional focus on waste avoidance, reducing the need for diversion methods and disposal.	1	To continue.
Strategic Objective 2:	Stimulate job creation within the waste economy	No implementation in assessment period.	N/A	Next assessment period.

Goals and implementation items (2020 IWMP)			2020/2021	Future planning / Comments
Strategic Objective 3:	Increase waste diversion through reuse, recovery and recycling	No implementation in assessment period.	N/A	Next assessment period.
Goal 4: Improved compliance with environmental regulatory framework				
Strategic Objective 1:	Strengthen compliance monitoring and enforcement	Conduct internal and external compliance audits at all waste management facilities as required according to licences and legislation. Findings must be communicated to the DEADP.	0.5	Operational sites were audited. Closed sites are scheduled for auditing for the 2020/2021 period due to lockdown.
Strategic Objective 2:	Remediate and rehabilitate contaminated land	Remove and remediate the Hawston Landfill	1	Under way.
Strategic Objective 3:	Facilitate the development of waste policy instruments	No implementation in assessment period.	N/A	Next assessment period.
Strategic Objective 4:	Promote self/co-regulatory measures	Ties in with Goal 1. Person responsible to liaise with industry should promote the implementation of these measure e.g. through reviewing industry waste management plans. Ensure annual IWMP review and reporting.	1	To continue.
IWMP implementation % (2019-2020)			**94%**	

4. ADDITIONAL PROJECT INFORMATION

4.1 AWARENESS AND EDUCATION

The Overstrand Municipality conducts comprehensive awareness and education campaigns with continual involvement with the public in terms of solid waste management and the promotion of better waste management practices. Residents are informed and given feedback through the means of newsletters, pamphlets, social media and the municipal website. Schools are visited to educate learners about solid waste and recycling.

The following summarised examples indicate the latest actions. Further details are attached as **Annexure 1**, which is a small sample of the numerous public education and engagements. More examples are available at the waste manager's office.

- Storyteam Storifactori: This is a team conducting an educational theatre project in collaboration with the Overstrand Municipality. They visit schools and community centres throughout Overstrand and perform environmentally themed puppet theatre productions with an interactive nature to teach learners about the importance of nature conservation and proper waste management and recycling. Their target audience is from grade R to grade 7. Productions are presented in Afrikaans, English and isiXhosa. They were appointed, but unfortunately shows were suspended due to the COVID19 lockdowns and schools being closed.
- The Village News Newspaper: Poor disposal practices are addressed and the proper ways to dispose and where to dispose are explained.
- Press releases, website and pamphlets: Planning regarding re-establishing recycling in the Hermanus areas following violent protests and the destruction of the Hermanus Material Recovery Facility. Other useful information regarding municipal waste services and lockdown regulations.
- Information pamphlets: Discouraging illegal dumping and information of all facilities where the public can take deliver their waste for disposal.
- Talks and presentations: A recycling awareness display/ stall was put up and manned at the Unity Feast Festival in Gansbaai on the 24th September 2019.
- Municipal newsletter ("BULLETIN"): Solid waste events and information.
- Social Media: Announcements, public interaction, useful information

The Overstrand should continue with their awareness and education campaign which contributes to the Municipality's successful waste management practices and public support and involvement. This is also included as an ongoing action item in the IWMP's implementation.

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-19	1706.10	849.94	113.86	740.14	42.02		50%	812.28	2697.44
Aug-19	1355.99	844.37	0.26	746.32	46.60		40%	763.02	3719.24
Sep-19	1158.32	1615.08	20.88	845.50	42.82		50%	725.14	2939.28
Oct-19	1558.12	1278.26	253.02	1172.36	45.34		51%	712.16	3401.56
Nov-19	1205.15	1158.02	106.58	887.46	43.12		48%	673.71	3013.32
Dec-19	1059.96	569.46	150.74	802.76	47.88		37%	941.40	3577.16
Jan-20	862.00	549.40	61.48	939.02	15.59		31%	874.35	4428.40
Feb-20	1137.88	1147.36	77.52	1005.72	38.94		50%	705.10	2707.38
Mar-20	662.79	1118.64	99.04	1113.24	21.42		45%	722.35	2913.60
Apr-20	400.10	0.00	0.00	92.52	0.00		15%	456.86	2429.16
May-20	647.64	431.66	0.00	279.36	7.90		27%	461.95	3237.64
Jun-20	632.52	1026.66	179.48	1213.74	13.88		15%	718.30	16130.97
Year Total	**12,386.57**	**10,588.85**	**1,062.86**	**9,838.14**	**365.51**	**0.00**	**36.43%**	**8,566.62**	**51,195.15**
Average Monthly	1,032.21	882.40	88.57	819.85	30.46			713.89	4266.26
Average Daily (6 day)	39.70	33.94	3.41	31.53	1.17	0.00		27.46	164.09

From the table above, it can be seen that on average, 36% 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.

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 7750 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 are the following:

- Hermanus Transfer Station & Public Drop-off
- Kleinmond Transfer Station & Public Drop-off
- Pringle Bay Mini Drop-off
- Betty's Bay Garden Waste Drop-off
- Betty's Bay Mini drop-off
- Hawston Drop-off
- Voëlklip Mini Drop-off
- Voëlklip 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 system is temporarily suspended in Hermanus until the destroyed MRF is rebuilt.

Household hazardous waste containers are available at the Gansbaai Landfill, Kleinmond Transfer Station, and Stanford Drop-off for the temporary storage of these waste types. When the containers reach capacity, the waste is collected and transported to a treatment or disposal facility for disposal. Storage capacity at each facility for household hazardous waste is kept below $80m^3$. Gansbaai Landfill, Kleinmond Transfer Station and the Voëlklip Drop-off each have a RORO bin for the collection and temporary storage of asbestos roof sheeting, gutters and down pipes, once the containers are full they are transported to the Vissershok Hazardous Waste Landfill in Cape Town for disposal.

The rendered services as well as the availability of the above facilities prove adequate for effective solid waste service delivery.

All received complaints regarding solid waste are logged on the internal system. A work order is created when a complaint is received and sent to the appropriate responsible person. This person must then address the complaint and report back in order to complete the order.

Complaints can be logged at the following numbers for each area:

Hermanus:	(028) 313 8000
Gansbaai:	(028) 384 8300
Kleinmond:	(028) 271 8400
Stanford:	(028) 341 8500

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 and closed facilities.

The following solid waste facilities were audited during 2019 in terms of their respective licence/permit conditions. Note that some facilities only require audits every second year and some do not require audits any longer. The closed facilities that require external audits will be audited in 2020 after the assessment period of this report due to the delays caused by the COVID19 lockdown.

- 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 partially 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 2020) for each site that would require future rehabilitation is provided below:

Site Name:	**Onrus Landfill**	**Hermanus Landfill**	**Hawston Landfill**	**Fisherhaven Landfill**
Total (Excl. VAT)	R13,002,750.64	R14,670,900.69	R4,531,474.08	R10,740,036.01
Site Name:	**Voëlklip Landfill**	**Stanford Landfill**	**Pearly Beach Landfill**	**Gansbaai Landfill**
Total (Excl. VAT)	R17,284,601.41	R4,515,621.48	R5,286,563.77	R32,124,632.30

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. The removal and remediation of the Hawston Landfill is under way during the assessment period of this report. The waste will be transported to the Karwyderskraal Landfill for disposal. Establishment of a new transfer station and material recovery facility for Hermanus is scheduled for construction during 2020/2021.

The Municipality needs to explore sources of funding in order to implement capital projects.

4.6 SOLID WASTE EXPENDITURE DURING EVALUATION PERIOD

OPERATING REVENUE	R
Service Charges	69,102,023
Transfers Recognised - Operating	17,472,080
Other Revenue	87,921
Total Operating Revenue	**86,662,024**
OPERATING EXPENDITURE	
Employee Related Costs - Wages & Salaries	27,020,414
Employee Related Costs - Social Contributions	4,022,790
Debt Impairment	1,314,287
Depreciation and Asset Impairment	3,193,358
Interest Expense - External Borrowings	525,193
Other Materials	2,548,124
Contracted Services	29,279,297
Other Expenditure	1,454,025
Contributions To/(From) Provisions	2,611,798
Total Direct Operating Expenditure	**71,969,286**
SURPLUS/DEFICIT	
Operating Surplus: Total revenue less Total Expenditure	**14,692,739**
Less: Expenditure	
Departmental charges	10,536,207
Deficit	**4,156,532**

4.7 IWMP REVIEW AND UPDATE

The new IWMP was finalised and approved by Council on 27 May 2020. Refer to Annexure 2 for the Council Approval. The next generation IWMP will be developed during 2024/2025.

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.

One concern is the availability of funds for capital projects which would require large sums such as the future rehabilitation of disposal facilities. Note that even with the limited funds the municipality is still working on rehabilitating the closed sites as is evident by the current progress with Hawston project and planned financial commitment for the Fisherhaven project planned for 2020/21 financial year

Another challenge identified in the Overstrand is the amount of illegal dumping. This will require co-operation between the public, law enforcement and the solid waste department.

ANNEXURE 1

AWARENESS AND EDUCATION EXAMPLES

VN 25/09/2019

OVERSTRAND

TENDER NO. SC2017/2019	TENDER NR. SC2017/2019	UQIKELELO- XABISO NO.SC 2017/2019
Tenders are hereby invited for **Education Awareness - Puppet shows and live theatre for scholars to create awareness for water conservation, waste recycling and environmental conservation.**	Tenders word hiermee ingewag vir die **Education Awareness - Puppet shows and live theatre for scholars to create awareness for water conservation, waste recycling and environmental conservation.**	Kucelwa isiniki-xabiso: **"Education Awareness - Puppet shows and live theatre for scholars to create awareness for water conservation, waste recycling and environmental conservation."**
Tender documents, in English, are obtainable from **Friday, 20 September 2019**, at the offices of the Supply Chain Management Unit, Overstrand Municipality, Magnolia Avenue, Hermanus from Ms Rita Neethling; Tel. 028 313 8064, between 08h30 and 15h30 upon payment of a tender participation fee of **R198-00 per set**. Alternatively the document may be downloaded free of charge from the website: www.overstrand.gov.za .	Tendersdokumente, in Engels, is verkrygbaar vanaf **Vrydag, 20 September 2019**, by die Voorsieningskansaalbesture enheid, Overstrand Munisipaliteit, Magnolialaan, Hermanus, vanaf Ms Rita Neethling, Tel. 028 313 8064 tussen 08h30 en 15h30 na betaling van 'n **tenderdeelnamefooi van R198-00 per stel**. Alternatiewelik mag die dokument gratis afgelaai word vanaf die webblad www.overstrand.gov.za.	Amaxwebhu, abhalwe ngesiNgesi, ayafumaneka ukusukela **NgoLwesihlanu 20 September 2019, kwi-ofisi** yoLawulo Lweentengo, kuMasipala we-Overstrand., eMagnolia Avenue, ku Nkszn. Rita Neethling eHermanus; Nombolo. 028 313 8064, phakathi ko 08h30 no 15h30, **usakuhlawula intlawulo yokuthatha inxaxheba kwisiniki-xabiso eyi R198-00 iseti.** Kungenjalo; amaxhwebhu ayafumanekakwi webhusayithi elisi: www.overstrand.gov.za
Sealed tenders, with "Tender **No. SC 2017/2019: Education Awareness - Puppet shows and live theatre for scholars to create awareness for water conservation, waste recycling and environmental conservation**" clearly endorsed on the envelope, must be deposited in Tender Box No. 3 at the offices of the Overstrand Municipality, Magnolia Avenue, Hermanus. Bids may only be submitted on the bid documentation issued by Overstrand Municipality.	Verseëlde tenders duidelik gemerk "Tender Nr. SC 2017/2019: Education Awareness - **Puppet shows and live theatre for scholars to create awareness for water conservation, waste recycling and environmental conservation**" op die koevert, moet geplaas word in Tenderbus Nr. 3 by die kantore van die Overstrand Munisipaliteit, Magnolialaan, Hermanus. Tenders mag slegs ingedien word op die tenderdokumentasie verskaf deur Overstrand Munisipaliteit.	Isiniki-xabiso esityiwinweyo kwibhahwa, Isiniki-Xabiso **No. SC 2017/2019: Education Awareness - Puppet shows and live theatre for scholars to create awareness for water conservation, waste recycling and environmental conservation"** ibhalwe ngokucacileyo kwimvulophu, mayifakwe kwi Bhokisi yeTiniki-maxabiso 3 kwi-ofisi zikaMasipala wase-Overstrand, Magnolia Avenue, Hermanus. Iziniki-maxabiso zingafakwa kumaxwebhu akhutshwengu Masipala wase-Overstrand.
The closing date and time of the tender is on **25 October 2019** at 12h00 and tenders will be opened in public immediately thereafter in the Supply Chain Management Committee Room, Hermanus Administration.	Die sluitingsdatum en -tyd van die tender is **25 Oktober 2019** om **12h00** en tenders sal onmiddellik na afloop van die sluitingstyd in die openbaar oopgemaak word in die VKB Komiteekamer, Hermanus Administrasie.	Umhla nexesha lokuvala kweziniki-xabisoyi **25 Octobha 2019** ngo **12h00** kwaye ziya kuvulwa ngokukhawuleza kwiGumbi leKomiti. loLawulo Lwayetharya Lweentengo, koLawulo lwase Hermanus.
Please refer enquiries to **Mr. C Mitchell** at telephone number: **028 313 5045.**	Navrae kan gerig word aan **Mnr. C Mitchell** by telefoonnommer **028 313 5045.**	Noeda unxibelelanano **Mnu. C Mitchell** ngeyo nayiphi na imibuzo kulo nombolo **028 313 5045.**
DIRECTORATE: INFRASTRUCTURE AND PLANNING	**DIREKTORAAT: INFRASTRUKTUUR EN BEPLANNING**	**UMONGAMELI: WEZIBONELELO EZISISISEKO NO CWANGCISO**

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THE VILLAGE NEWS

YOUR NUMBER 1 STOP FOR TRAILER & SKIP HIRE
4 Mimosa Rd, Hermanus, Industrial Area
028 312 2280 • 028 312 1380
ccsplant@telkomsa.net
CCS PLANT, TOOL & TRAILER HIRE
10 YEARS

New recycling centre on its way

Writer
De Waal Steyn

Residents in Hermanus will be able to resume their recycling efforts soon, after it was announced that a brand-new recycling centre will be built and completed next year.

According to municipal Director of Infrastructure and Planning, Stephen Müller, a total of R20 million has been budgeted for the replacement of the recycling centre that was gutted last year during the violent riots that rocked Hermanus.

"We are finalising the planning phase of the project, which will consist of three different facilities. Firstly, there will be a transfer station where all the household waste that was picked up from homes will be taken to. This waste will be put into large containers before being moved in bulk to the Karwyderskraal Dumpsite.

"Secondly, there will be a material recycling facility (MRF), much the same as the facility that was run by Walkerbay Recycling at the old transfer station. At the MRF the clear bags that were put out for recycling by residents will be opened and the contents sorted for recycling purposes," said Müller. The third facility will be a garden refuse area where garden refuse will be chipped before being moved to the Karwyderskraal Dumpsite.

According to Müller a final decision as to where the new recycling centre will be built will be taken in the next few weeks. "We have two options as to where to position the facility, both with its own pros and cons. The first site is next to the sewerage works at the bottom end of Schulphoek Street. This is a central position for Hermanus and will be easily accessible for residents and businesses wanting to drop off refuse at the MRF or garden refuse area. This location is also close to home for most of the staff who work at the MRF.

"The problem, however, is that this site is located next to a school and in between two suburbs. As with any big business, there will be an increase in traffic, noise and, especially dust in the area. We have commissioned a traffic impact study to ensure that normal traffic will not be impeded by an influx of garbage trucks to the area," he said.

Although the Karwyderskraal Dumpsite is located further out of town and staff will need to be transported to and from work, it will offer an opportunity to create a regional recycling centre in conjunction with the Overberg District Municipality.

"This means that all the other towns in the region will also have access to a recycling facility and more money can be generated through recycling because of the increase in volume of refuse," said Müller.

11 December 2019 www.thevillagenews.co.za

Stay baboon-proof this season



26 September 2019 Hermanus Times

Recycling plant in the works at Zwelihle

Since the destruction of the old Recycling Plant there have been a few letters to Overstrand Municipality about recycling issues in the region.

The municipality usually responds by giving us news about how many zillions will be spent on a new Waste Management Facility ("Millions for new dump", *Hermanus Times*, 4 April), as if this answers our queries about recycling. We would not need to spend millions on new waste management facilities if everybody resumed recycling, because at least 70% of our so-called waste is in fact recyclable and this is waste management! It seems as if the municipality has simply washed its hands of the recycling issue since the new recycling plant has been opened, for instance by stopping the provision of recycling bags.

They are sorely mistaken if they believe that only the letter writers feel this way. Most of us are wondering why the municipality seems to believe recycling is not a municipal concern. Land is precious and larger landfill sites are not something to be proud of. Pollution is currently one of the most serious issues worldwide, and given that we try to attract tourists to our "clean town", it should be of grave concern to all of us, especially to those regulating municipal guidelines.

Protected regions with eco-conscious programmes have far greater attraction-value and longevity to tourism than those spoilt by developments such as "foefie-slides". If people are no longer encouraged to see the importance of recycling, pollution will increase. If children are not encouraged to recycle their future living environments will become more and more unhealthy. It affects us all.

Years ago now, at the Fernkloof DA meeting, a much-loved counsellor pleaded with us to "continue recycling", and not "lose our recycling mentality, because it took so long to get Hermanus into that mind-set".

Hermanus has grown immensely, and so has the amount of rubbish in the landfill site. This is a major regression. Some of us are driving to the new plant to drop off recycling, but many more of us are not. Holidaymakers are not aware that when they faithfully put their recycling out it is picked up with the trash.

Surely, at the very least, the municipality could liaise with the new Recycling Plant by, say, re-establishing collection points in all areas, such as the old one in Onrus. There are even a few old "igloos" around that could be put back into use. Come on, municipality, we need your involvement. This is a really serious issue.

M Lorton, ONRUS

Municipal Manager Coenie Groenewald answers: *The previous provision of clear recycling bags as well as the collection and transport of the clear bags were linked to a contract with Hermanus Recycling CC t/a Walker Bay Recycling for the operation of the municipal owned facility. That contract unfortunately had to be terminated on 31 October 2018, following severe damage to the facilities during the 2018 riots.*

As stated in your letter, you are correct that there is a new privately owned and operated recycling facility in Sandbaai which is currently accepting recyclable waste from members of the public who are prepared to deliver their recycling to them. The municipality is, however, not able to deliver recyclables to the facility as it has no contract with the municipality, and no tender process has been followed. It is operating from a private facility.

The municipality has not been ignoring the recycling issue. Just over R20 m has been approved for, inter alia, *the establishment of a new Materials Recovery Facility (MRF) at erf 243 in Zwelihle, next to the Hermanus Sewerage Treatment Works, in the next two financial years, ie 2019-'20 and 2020-'21. This property is currently zoned as an authority zone, ie zoned for municipal use.*

The design plans and specifications are currently being drafted and, once finalised, Overstrand will invite tenders for the construction of the new facilities. Once completed in the latter half of 2020, the facilities will start to operate. Tenders will once again be invited during 2020 for the operation of the MRF, as was the case with the previously destroyed facility. Only once the facility is operational will the municipality be in a position to resume the supply and collection of the clear bags and delivery to the new MRF operator.

We would like to thank residents and restaurateurs who do continue to recycle and try to leave at the very least a small carbon footprint.

HT 3/10/2019

Glad there's recycling plant for future

Many thanks to Municipal Manager Coenie Groenewald for his response to my letter ("Recycling plant in the works at Zwelihle", *Hermanus Times*, 26 September 2019).

It's good to know that there is a recycling programme for the future. Meanwhile, to sum up, there is no contract with the new plant, no support nor any incentives such as collection points or recycling bags.

In most wards such as ours (Onrus), only three households out of 40, or more are taking their recycling to the Argon Street facility. The rest of the relentless weekly volume of recyclable waste, mainly plastic, is being collected for landfill. That's the reality of our average domestic "footprint" at present.

We need municipal involvement in the interim, until the Materials Recovery Facility (MRF) is created. This is not to support the new plant, but to support the community in it's recycling endeavours.

M Lorton, ONRUS

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

1 June 2020

WASTE DISPOSAL DURING LEVEL 3 LOCKDOWN

All transfers stations and drop-off facilities are open. Operating hours of the waste facilities:

HERMANUS Transfer Station in Mbeki Street *(garden and general waste)* - open weekdays from 08:00 till 18:00, Saturdays from 09:00 to 16:00 and public holidays 09:00 to 14:00.

VOËLKLIP Weekend Drop-Off in 7th Street *(household waste, black bags only)* - open weekdays from 08:00 till 18:00, Saturdays from 09:00 to 16:00 and public holidays 09:00 to 14:00.

VOËLKLIP PRAWN FLAT Drop-Off *(garden refuse only)* - open weekdays from 08:00 till 18:00, Saturdays from 09:00 to 16:00 and public holidays 09:00 to 14:00.

HAWSTON Drop-Off in Church Street *(garden and general waste)* - open weekdays from 08:00 till 18:00, Saturdays 09:00 to 16:00 and public holidays 09:00 to 14:00.

KLEINMOND transfer station (*builder's rubble, garden waste and general household waste)* is open weekdays from 08:00 till 18:00, Saturdays from 09:00 to 16:00 and public holidays 09:00 to 14:00.)

BETTY'S BAY garden waste drop-off (garden waste only) is open weekdays between 08:30 - 16:00 and Saturdays from 08:30 to 16:00 and public holidays 09:00 to 14:00.

BETTY'S BAY weekend drop-off at the library (household waste, black bags only) is open weekdays between 08:30 - 16:00 and Saturdays from 08:30 to 16:00 and public holidays 09:00 to 14:00.

PRINGLE BAY weekend drop-off (household waste, black bags only) is open weekdays between 08:30 - 16:00 and Saturdays from 08:30 to 16:00 and public holidays 09:00 to 14:00.

STANFORD is open weekdays from 08:00 till 17:00 and Saturdays and public holidays from 09:00 to 14:00.

PEARLY BEACH is open weekdays from 08:00 till 17:00 and Saturdays and public holidays from 09:00 to 14:00

The GANSBAAI LANDFILL (*builder's rubble, garden waste and general household waste)* - open weekdays from 08:00 till 18:00 and Saturdays and public holidays from 08:00 to 15:00.

Only Kleinmond Transfer station and the Hawston, Stanford and Pearly Beach drop-off facilities accept small builder's rubble loads. Note that they will not accept loads of builders' rubble which are greater than 1 ton load capacity or greater than 250mm in size or not clean. (i.e. contaminated with general waste or planks etc that probably originated from a construction or demolition site). Large loads need to be disposed of at either the Gansbaai or Karwyderskraal landfill site.

The Karwyderskraal Landfill site

Overstrand residents who make use of the Overberg District Municipality's (ODM) landfill site at Karwyderskraal, are reminded that they only accept *builder's rubble, chipped garden waste and general household waste*.

Residents, contractors or anyone who transports building rubble, chipped garden refuse or any domestic waste must first register with ODM as a site user. Unless your name appears on the database, you will not be allowed to dispose of any waste - even if you show up at the landfill site for the first time.

Registration forms are available form Ingrid Marti at imarti@odm.org.za or at the Karwyderskraal weighbridge office.

The Karwyderskraal regional landfill facility is open between 08:00 and 17:00 from Monday to Friday. It is closed on weekends, but will be accessible should a public holiday fall on a weekday.

SAFETY MEASURES

Waste dumping at the landfill sites and drop-off facilities will be strictly controlled

- All occupants are required to wear their face mask at all times (no mask no entry)

- An access control register will be complete upon entry (the register will be completed by the access control person and the details of all vehicle occupants is required).
- Occupants are responsible for the offloading of their own waste and are requested to stop were shown, off load their waste and leave as quickly as possible after safely offloading their waste and refrain from touching any of the facility infrastructure.
- The 1.5 meter social distancing will be enforced by our on-site staff.
- Should you or any of your occupants refuse to obey a lawful instruction from the site staff, you will be requested to leave immediately and you will denied any further access to the site.
- The number of vehicles allowed access to site at any time may be restricted if required to comply with social distancing and site operational issues

REFUSE REMOVAL

Refuse removal will continue as per normal collection schedule for the Greater Hermanus and Greater Gansbaai administrations.

In the Hangklip-Kleinmond area, refuse will be collected as follows:

- Mondays: Rooi Els, Kleinmond Sea Avenues, Kleinmond Mountain Avenues, Klein Berlyn and Heuningkloof
- Tuesdays: Proteadorp, Overhills, Mountain View, Extension 6, Palmiet, Sunny Seas
- Wednesdays: Betty's Bay and Mooiuitsig
- Thursdays: Pringle Bay

Please remember to place your bin on the pavement by 07:00.

Each household is allowed to place one wheelie bin or four black bags (with the proviso that only one bag may contain garden waste) with domestic refuse on the sidewalk for removal in areas which the Municipality has not identified as a problem animal area.

Containers must be secured with baboon proof locking devices in all areas that the Municipality has identified as problem animal areas. No refuse bags may be left on pavements in baboon problem areas.

END/EINDE

Plea for households to safely dispose of coronavirus waste

Details

06 April 2020

Overstrand Municipality appeals to residents to be responsible and to adhere to the guidelines before placing waste outside for removal on scheduled days.

Everyone will need to do their part in taking precautions and follow good hygiene principles to reduce the spread of COVID-19.

Please stay home (if you can) and only go out for food and medicine and medical support when it is really needed.

Protect yourselves from becoming infected but also your friends and neighbours.

Important guidelines regarding the proper handling and storage of domestic waste generated by all positively identified COVID-19 residents.

GUIDELINES

1. That all waste items that have been in contact with individuals that are confirmed or suspected cases of COVID-19 (e.g. used tissues, disposable cleaning cloths, gloves, masks, etc.) are disposed of securely within a black refuse plastic bag, separate from the rest of the household's refuse.

2. When full, the black refuse plastic bag should then be placed in a second black refuse plastic bag (double bag) and tied to prevent any waste from spilling from the bag.

3. Double-bagged refuse bags must be stored separately for five (5) days in direct sun, before being placed outside your home for collection by a local municipality. The safest option would be to store bags for an additional week before domestic waste collection is done. This will ensure that the COVID-19 virus is killed.

4. In the case of wheelie bin removal service, residents are reminded to have all personal hygiene and sanitary products double bagged (placed within two small plastic bags) before placing waste inside a bin. Examples of personal hygiene and sanitary products are tissues, used gloves and masks, etc.)

5. Residents are requested to please sanitize or wash hands with water and soap for 20 seconds before and after handling wheelie bins or black refuse plastic bags. This measure is to protect both the public and the essential refuse removal teams.

6. Residents are requested to sanitise wheelie bin handles and wheelie bin covers.

7. Residents are requested to refrain from approaching refuse removal personnel. Please keep a distance of 1.5m at all times.

8. The wheelie bins or black refuse plastic bags can be placed out for removal on scheduled days after the above mentioned steps have been followed.

9. Please secure the bags in order to ensure that your pets do not have access to the bags to prevent them from tearing the bags or spilling the contents.

If you need specific information, visit the Western Cape government webpage at https://www.westerncape.gov.za/department-of-health/coronavirus

3. The Municipality must ensure:

- That all waste items that have been in contact with individuals that are confirmed or suspected cases of COVID-19 (e.g. used tissues, disposable cleaning cloths, gloves, masks, etc.) are disposed of securely within disposable plastic bags.
- When full, the plastic bag should then be placed in a second bin bag and tied
- These bags should be stored separately for five (5) days before being put out for collection by the Municipality
- Other household waste can be disposed of as normal.
- Alternative services should be provided to communities where this protocol cannot be practically implemented, such as informal areas.
  Expended Public Works Programme (EPWP) workers can assist in collecting these bags provided they have the appropriate personal protective equipment (PPE) and are trained to handle this waste.

4. **The Municipality needs to provide all communities with the required information to appropriately manage the waste generated and to create awareness, using the most appropriate means of communication under these circumstances**

TAKING OUT TRASH

Our Solid Waste Removal personnel are exposed to more than 2000 bins and bags per day. We can help them by taking the following steps:



Use gloves when taking out trash bags or pushing out wheelie bins.



Wash hands with water and soap for 20 seconds after taking out bags or wheelie bins.



OVERSTRAND

STELLENDAM

Theewaterskloof
Municipality

If you have flu-like symptoms, including cough and fever, please call the **Coronavirus Provincial Hotline** on **021 928 4102**

19:49 35%

Overstrand Municipality

Videos Events Posts Groups Community

Overstrand Municipality
22 Apr at 13:13 •

Overstrand Municipity's solid waste teams are dealing with a massive increase in illegal dumping in public places as people use their lock down time to clean out their homes.

With nowhere to drop off waste not suitable for bags, people are dumping garbage in public places rather than hold onto it for the time being.

If you see anyone making themselves guilty of illegal dumping, please report it immediately to Overstrand Law Enforcement general complaints (Tel: 028 313 8996) or the 24-hour control room (Tel: 028 313 8111).

Provide as much information as you can, like the physical address, registration number/ colour of the vehicle and type of waste.

Better yet, take a picture - especially of their vehicles' registration numbers - and send the information to enquiries@overstrand.gov.za

Pictured here are our Solid Waste team cleaning up after residents to ensure that our environment is clean and healthy.

Please join us in maintaining a litter-free environment.



Send Message

19:49 36%

Overstrand Municipality

Videos Events Posts Groups Community

Overstrand Municipality
22 Apr at 13:13 •

Overstrand Municipity's solid waste teams are dealing with a massive increase in illegal dumping in public places as people use their lock down time t... See More







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OVERSTRAND
JANUARY 2020
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Official newsletter of the Overstrand Municipality

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

RECYCLING IN OVERSTRAND

Where we stand and an update on the way forward

The municipality has received numerous questions from residents regarding the closure of Walker Bay Recycling and the lack of recycling facilities.

These are the facts:

Overstrand Municipality has been unable to offer any sort of assistance to Walker Bay Recycling due to the fact that they are a private company operating from private property and do not have any contract or agreement with the municipality for the recycling of waste. Walker Bay Recycling was informed at our very first meeting with them that we are unable to offer any sort of support due to legislative constraints. They would have to wait until the new municipal Material Recovery Facility (MRF) has been constructed, at which time they can then tender - along with everyone else - for the operation of the facility, should they wish to enter into a recycling contract with the Overstrand Municipality. We are fully aware that the drop in the rate per ton paid for recyclables now has a major effect on the financial viability of waste recyclers in South Africa in general. Especially the paper industry is in a very bad place at the moment, as the market value of K4 (cardboard) illustrates:

Beginning of the year	± R1 500/ton
Beginning November 2019	± R400/ton
Mid-November 2019	± R200/ton
Currently	± R100/ton

At the Western Cape Recycling Action Group meeting held in November 2019 in Kraaifontein, attendees were informed that 35 small recycling contractors were on the brink of closing down due to unfavourable market conditions. In addition, Mpact Recycling announced that they would stop recycling polyethylene terephthalate (PET) at their Wadeville plant.

Progress with new Materials Recovery Facility (MRF), public drop-off and garden waste chipping area

The MRF and drop-off facilities will be situated in Schulphoek Road, next to the Hermanus sewerage treatment works, and the chipping facility will be situated next to law enforcement's premises in Hemel-en-Aarde along the Camphill Road.

Tender preparation for the construction of the facilities is almost complete, and the tender will be advertised in January 2020. It is envisaged that construction should be completed by December 2020, if no unforeseen delays occur. Only once the MRF facility is operational will the municipality be in a position to resume the supply and collection of clear bags and delivery of such to the new MRF operator.

Comments on meetings and interactions with Walker Bay Recycling (WBR)

During the course of the year, numerous meetings have been held with WBR at which the following issues were discussed:

- The construction of the new municipal MRF and the proposed tender that will follow for an operator of this facility;
- The reasons why a short-term tender could not be invited for the collection and recycling of the clear bags;
- Access to municipal clear bags (residential recycling waste) and why the municipality cannot collect and deliver recyclables to WBR as well as why they cannot collect from the curb side in terms of the waste bylaw;
- The fact that the municipality cannot offer WBR any financial assistance or incentive for recycling the waste as Overstrand has no contract with them to provide the service on behalf of the municipality.

The representatives of WBR appeared to have a good understanding of the municipality's point of view during all deliberations between the parties.

Reduce your carbon footprint

Regardless of all the negative comments and complaints, residents can rest assured that Overstrand Municipality remains committed to the recycling process which is an effective way to save natural resources and to lower waste products sent to landfill sites. We appeal to residents to think carefully before simply throwing items into the rubbish bin. Please reduce and re-use household waste and try to leave as small a carbon footprint as possible, even though all waste collected is being dropped off at the Karwyderskraal landfill site.

Where baboons are not an issue, each household is allowed to place one wheelie bin or four black bags with domestic refuse on the sidewalk for removal. Containers must be secured with baboon-proof locking devices in all areas identified by the municipality as problem-animal areas. No refuse bags may be left on pavements in baboon-problem areas.

ANNEXURE 2

COPY OF THE COUNCIL APPROVAL OF THE NEW IWMP

5.19
INTEGRATED WASTE MANAGEMENT PLAN FOR 2020/21

(ITEM 25, PAGE 823: MAYORAL COMMITTEE MEETING : 27 MAY 2020)

RESOLVED (SUPPORTED BY 24 COUNCILLORS):

that the Integrated Waste Management Plan for 2020/21 **be approved** and be submitted to the Provincial MEC for Environmental Affairs and Development Planning for endorsement.

RESPONSIBLE OFFICIAL :	**C MITCHELL**
TARGET DATE FOR IMPLEMENTATION :	**1 JULY 2020**
TARGET DATE TO INFORM APPLICANT :	**NOT APPLICABLE**
TARGET DATE TO INFORM OBJECTOR :	**NOT APPLICABLE**