OVERSTRAND MUNICIPALITY ANNUAL REPORT

Munisipaliteit • U-Masipala • Municipality
OVERSTRAND

30 March 2022

# ANNUAL REPORT 2020/2021

## FINAL AUDITED

We belong We care We serve

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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 newly elected Executive Mayor of Overstrand Municipality, I am pleased to present the Annual Report, for the 2020/21 financial year.

This document reflects the performance of our organization over the past financial year (i.e., 2020/21) in attaining the strategic objectives set in the Integrated Development Plan (IDP).

### a. Vision

The 3rd review (2020/21) and an amendment of our 5-year IDP for 2017/2021 IDP and the budget for 2020/21 were approved by Council on 27 May 2020.

For the 2020/21 IDP review and amendment 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 2020/21 IDP review and amendment 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 resignation of Clr Vuyani Macotha (ward councillor, ANC) in September 2020, Clr Michael Mahana (LAND Party) replaced him as ward councillor in December 2020.

### 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 new strategic directions of Provincial and National Government for their new 5-year term of office (i.e., 2019 -2024).

During the reporting period the Municipal Spatial Development Framework (SDF) was reviewed that resulted in an IDP amendment.

**d. Covid-19 pandemic**

The COVID-19 pandemic has had and continues to have a devastating human and economic impact across the globe. 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 **9th** 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, 2019/20 and now 2020/21. 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 98.83%).

- **Electricity losses target** of 7.50% was exceeded, actual was 7.35%. In terms of the average electricity losses of 14.5% within South Africa based upon Electricity Distribution entities, this is considered an excellent achievement.

- **Poverty alleviation programme –** promoted community gardens in all areas of the Overstrand with more than 8000 seedlings supplied.

- **Access to basic municipal services –** the targets set for access to water, sanitation, and refuse removal for both formal and informal households were met during 2020/21.

- **Expanded Public Works Programme (EPWP)** - One thousand two thousand and thirty-eight (1238) temporary job opportunities were created through the EPWP. The target was 1018 job opportunities. This is an improvement of the 1060 achieved in 2019/20.

- **MIG spending –** 100% of the Municipal Infrastructure Grant was spent, an improvement from the 77% spent in 2019/20.

- **Historic Renewable energy agreement -** Overstrand Municipality signed a Use-of-System Agreement with a renewable energy trading company, Enpower Trading, taking the first steps to enter the renewable energy market in a green and sustained way.

- The Municipality has also been included in the **Municipal Resilience Project for the Western Cape**. The objective of this project is to improve energy and economic resilience in the Western Cape and South Africa. The strategic dimensions of the project include energy security, energy affordability, environmental sustainability and economic development and growth.
- **New dog unit K9 launched** in the Overstrand to assist with poaching in the municipal area.
- **Covid screeners** – Sixteen (16) Covid screeners were temporary appointed for the screening of staff members before entering the workplace.
- **Housing programme implementation** – Three hundred and seventy-eight (378) housing units in Hawston were completed and handed over to beneficiaries by end June 2021. Installation of civil infrastructure on 825 sites (Masakhane and Stanford) were completed in 2020/21. 100% of the housing capital budget was spent in 2020/21.

### f. Public Participation

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

Despite the nationwide Covid-19 lockdown restrictions, ward committees continued to function well. A combination of virtual and physical meetings were held by all ward committees (where necessary) since August 2020 to mitigate challenge caused by the COVID-19 pandemic.

The 2021 OMAF and April 2021 public consultation meetings on the Draft IDP review and Budget for 2020/21 were held hybrid.

### 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.

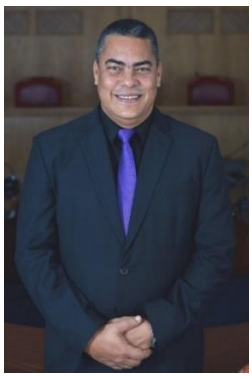
### h. Conclusion

Thank you to our residents, communities, ward committees, partnering organisations and stakeholders. Your participation and support during the 2020/21 financial year are highly regarded and sincerely appreciated.

**CLR ANNELIE RABIE**
**EXECUTIVE MAYOR**

# Component B: Executive Summary

## 1.1 MUNICIPAL MANAGERS OVERVIEW



In reflecting on the 2020/21 financial year, I am pleased to report that the Overstrand Municipality has performed well in relation to service delivery, governance and financial management. The detailed information can be obtained in this annual report.

Overall, the municipality met 42 (86%) of a total number of 49 top layer key performance indicators (KPIs) for the period 01 July 2020 – 30 June 2021. 4 (8.16%) of KPIs were almost met and 3 (6.12%) of the indicators were, for good and valid reasons not met.

Our service delivery continued to be challenged during 2020/21 due to the COVID-19 pandemic. There were unavoidable delays in construction on projects due to the COVID-19 lockdown period which impacted negatively on the timely completion of projects, but basic municipal service delivery continued uninterrupted.

Having said this, I am extremely proud of the clean audit status retained for the 9th 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. Now we need to work towards ensuring that a clean audit equates to better services for all.

Financially the Municipality performed well during 2020/21. 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 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. With this in mind and guided by our council and the long-term financial plan, the Municiplaity will have to strike a fine balance to ensure that services are affordable and practice 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. In my view, this benefitted the sustained performance as noted in this annual report, specifically as it was during this same period that I was appointed as municipal manager.

# CHAPTER 1:
# MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

We remain committed to accountable and ethical governance with no tolerance towards corruption and/or fraud. Any indications of alleged misconduct by officials shall be reported for investigation and disciplinary actions will be instituted should the evidence suggest it.

As this annual report reflects on Overstrand Municipality's performance and challenges for the 2020/21 financial year, I once again extend my sincere appreciation to the Council, The Executive Mayor and 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".* There is however, still much to be done to ensure that this excellence is extended to all communities, specifically the most vulnerable ones, within the Overstrand jurisdiction. In my opinion, achieving this is one of our main challenges going forward and together we should strive to achieve this.

**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 **2020/21 Annual Report** reflects on the performance of the Overstrand Municipality for the period **1 July 2020 to 30 June 2021.** 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:**




**FIGURE 1: OVERSTRAND MUNICIPALITY, VISION AND MISSION, 2020/21**

The Vision and Mission was retained during the 2020/21 IDP review process.

# 1.3 MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW

## 1.3.1 Population

The municipality's estimated population for 2020/21 is 109 925.

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 | 2020/21 |
|---|---|---|---|---|---|---|---|---|
| 80 432[1] | 87 000[2] | 90 000[2] | 93 407[3] | 93 407[3] | 95 482[2] | 102 024 | 104 985[4] | 109 925 |
| *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**

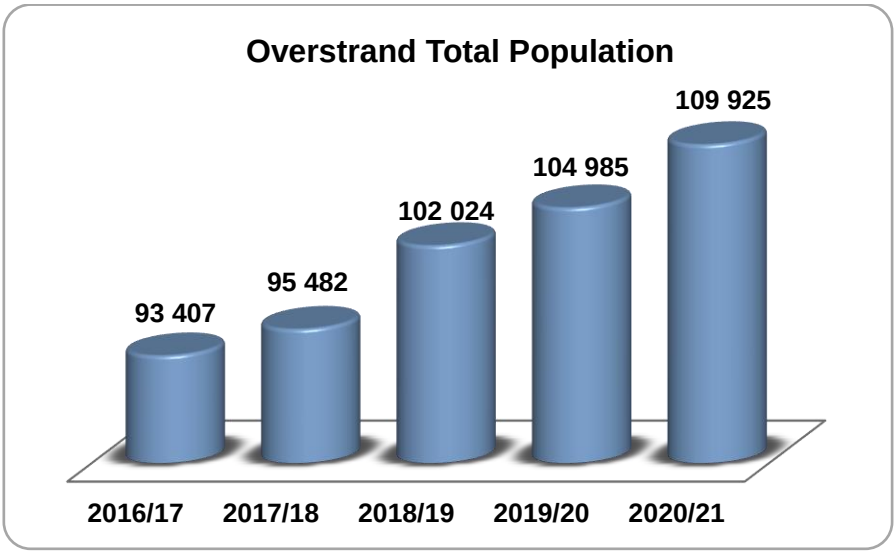



**FIGURE 2: TOTAL POPULATION GROWTH**

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

### a) Population profile

| Age | 2018/19 | | | 2019/20 | | | 2020/21 | | |
|---|---|---|---|---|---|---|---|---|---|
| | Male | Male | Male | Male | Female | Total | Male | Female | Total |
| Age: 0-9 | 8397 | 8384 | 16781 | 8547 | 8636 | 17183 | 8949 | 9042 | 17991 |
| Age: 10-14 | 3975 | 3805 | 7780 | 4095 | 3919 | 8014 | 4287 | 4104 | 8391 |
| Age: 15-19 | 3742 | 4147 | 7889 | 3855 | 4272 | 8127 | 4037 | 4473 | 8510 |

| Age | 2018/19 | | | 2019/20 | | | 2020/21 | | |
|---|---|---|---|---|---|---|---|---|---|
| | Male | Male | Male | Male | Female | Total | Male | Female | Total |
| Age: 20-24 | 3936 | 3767 | 7703 | 4055 | 3880 | 7935 | 4246 | 4063 | 8309 |
| Age: 25-39 | 12390 | 12366 | 24756 | 12763 | 12739 | 25502 | 13363 | 13338 | 26702 |
| Age: 40- 54 | 9020 | 7886 | 16906 | 9292 | 8123 | 17415 | 9729 | 8506 | 18235 |
| Age: 55-69 | 5771 | 6230 | 12001 | 5945 | 6418 | 12363 | 6225 | 6720 | 12945 |
| Age: 70-84 | 3194 | 4177 | 7371 | 3290 | 4303 | 7593 | 3445 | 4506 | 7951 |
| Age: 85+ | 71 | 214 | 285 | 145 | 707 | 852 | 152 | 740 | 892 |
| *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 **35 385** in the 2019/20 financial year to a total of **35 451** the 2020/21 financial year. This indicates an **increase of .0186%** in the total number of households within the municipal area over the financial years (2019/20-2020/21).

| Household | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|
| Number of households in municipal area | 34 782 | 35 385 | 35 451 |
| Number of indigent households in municipal area | 7 630 | 7 595 | 7 278 |

**TABLE 3: TOTAL NUMBER OF HOUSEHOLDS**

The graph above shows that the total number of indigent households decreased from 7 595 households in 2019/2020 to 7 278 households in the 2020/2021 financial year. This indicates a decrease of 4.17% in the total number of indigent households within the municipal area over the financial years (2019/20-2020/21.

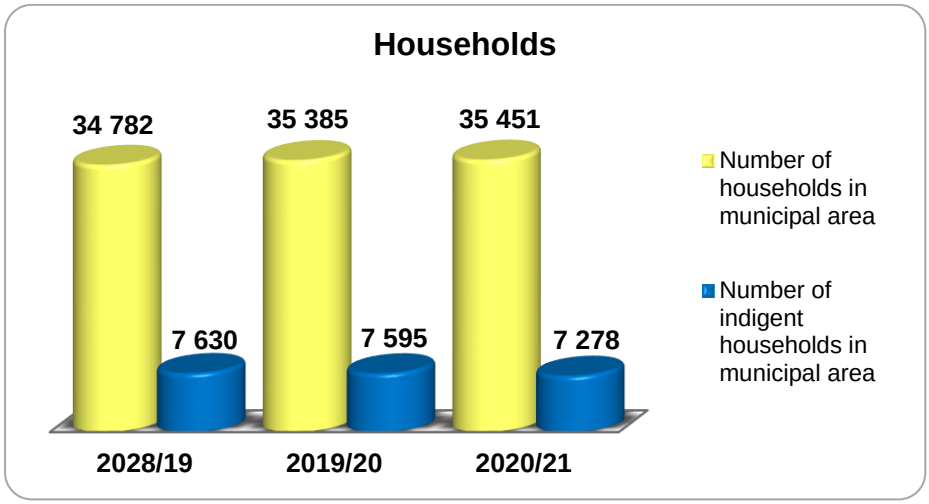



**FIGURE 3: TOTAL NUMBER OF HOUSEHOLDS**

### 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 |
|---|---|---|---|---|---|
| 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% |
| 2020/21 | 12 330* | 15.4%** | Not available | 4.72% | 94/6% |

**TABLE 4: SOCIO ECONOMIC STATUS (*NUMBER OF HOUSEHOLDS; **BASED ON SEP 2020)**

### 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:**

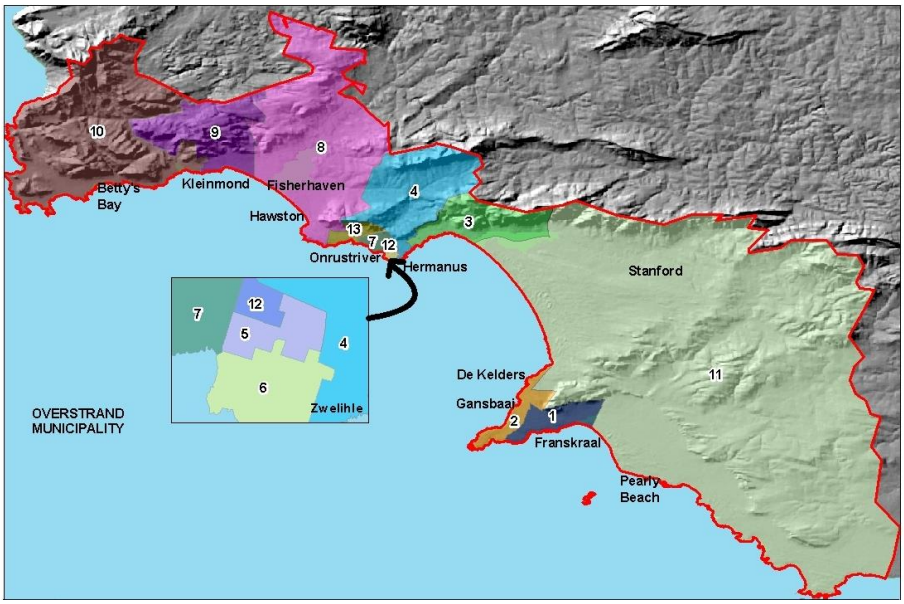



FIGURE 4: OVERSTRAND AREA MAP

## 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**.

# CHAPTER 1:
# MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

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. Walker Bay Nature Reserve encompasses five coastal reserves between with the largest the picturesque Walker Bay from the Klein River estuary to De Kelders at Gansbaai, covering over 17km of shoreline. The white sandy beaches interspersed with rocky limestone outcrops make it a beautiful coastal spot for filming. The Klipgat Cave was home to Middle Stone Age and Late Stone Age humans. As one of the most remarkable examples of early human dwellings in South Africa it is part of the Cradle of Human Culture Coastal Route.



The fertile Baardskeerdersbos valley, the freshwater 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

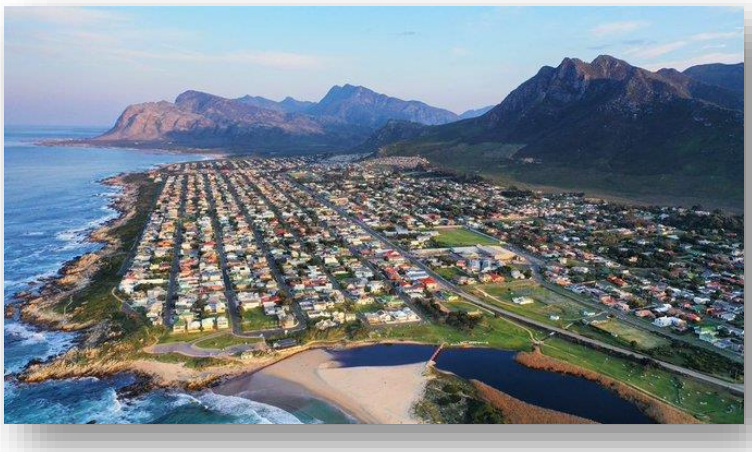


Photo credit: Die Bloubakkie

# CHAPTER 1:
# MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

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. As a yardstick for sustainability, demonstrating the balance between people and the environment, CapeNature has added a collection of eight new eco-cabins to the Kogelberg Biosphere. Nestled in the heart of the Cape Floral Kingdom, these new lodgings make the most of the setting. The wooden cabins have large picture windows and glass doors that flood the interior with natural light and offer views that change throughout the day. Stylish finishes have been added by the Craft and Design Institute to echo the natural surrounds.



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.





Kogelberg Biosphere

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.

# CHAPTER 1:
# MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

## HERMANUS



Hermanus remains the business and cultural heart of the Overstrand. It is 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.

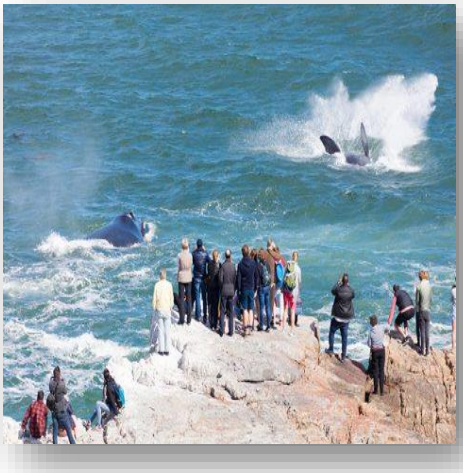
Situated between sweeping mountains and the sparkling Atlantic Ocean, Hermanus is only a short scenic 1½ hour (140 km) drive from Cape Town. Tourism is a main contributor to the economy of Hermanus and businesses catering for the robust hospitality industry are plentiful. Visitors to the town can choose 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 Bryde's 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 more than 45 art galleries displaying arts and crafts throughout the town, and some have artists plying their craft in the shops for all to admire. The South African National Space Agency (SANSA) responsible for the promotion and development of aeronautics and aerospace is based in Hermanus. 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 situated in the centre of Hermanus.





## STANFORD



Stanford is a heritage village with well-developed agri-tourism offerings and farm stays. 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 on the outskirts 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, cheese farms, 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 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 businesses have closed doors and some barely struggle to keep doors open with reduced capacity.

The main economic drivers in the municipal area are:

| Key Economic Activities | Description |
|---|---|
| Expanced Public Works Programme (EPWP) Projects | The EPWP stipend, which is paid directly into the pockets of the participants, have a positive impact on the economy particularly in the Retail Sector, as participants use their EPWP wages in the economy. |
| Informal Sector | The informal economy contributes exponentially to the Overstrand, with a massive figure of recorded informal traders in 2020. The rise was informed by the Covid 19 realities faced by ordinary citizens who lost jobs through retrenchments, closure of major businesses etc. This created panic and might have caused market saturation of already existing goods and services provided by this sector. This sector plays a major role in ensuring key players become Economically Active. The growth in the sector was also motivated by the economic relief programmes |

| Key Economic Activities | Description |
|---|---|
| | introduced by the Department of Small Business and other agencies like the introduction of the Township and Rural Entrepreneur Programme (TREP). |
| Agriculture/ aquaculture | The LED department embarked on a Poverty Alleviation Program where households were assisted to plant vegetables to feed themselves. |
| Construction | Partnership with the Municipal Supply Chain Management (SCM) Department and LED promoted involvement of Emerging Contractors in Infrastructure Development through Sub-contracting in line with PPPFA Regs 9 & 4. |

**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 National Expanded Public Works Programme (EPWP) demonstrates commitment to addressing the unemployment challenge. The municipality over performed in this financial year, giving **1238** people an opportunity to earn a living.

The Covid-19 pandemic continues to cause havoc in the local economy with all economic activities aligned to tourism being the most affected. The municipality has approved an economic recovery plan to encounter the negative impact. The recovery plan proposes the following:

- Creative way in approaching the manner in which we do things.
- Address and deal decisively with red tapes issues.
- Ensure that local business relief.
- Ensure that the municipality create public employment opportunities to ensure spending that will notch the economy forward.
- Collaborate with other municipalities in the Overberg district and ensure competitiveness going forward.

#### 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 participants

receive to supplement their existing livelihood means and provide them with basic level of income security.

During the 2020/2021 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.

The Provincial Department of Local Government (DLG) enters into an agreement with a service provider who perform the administration of the programs in all disadvantaged communities. The program ran on a half sight principle and last number of participants reported were 477 registered participants performing in a variety of decent work programs in partnership with local Non-Government Organisations (NGO's)

For example;

- Child care
- Food gardens
- Street cleaning
- Public places, etc.

### 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.

- Identify economic opportunities both within and outside the municipal environment.
- Conduct entrepreneurial training workshops.
- SCM and LED creative practices ensure local business benefit.

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

The impact of Covid 19 in the local economy can be described in the following manner:

- Lessened spending in the sectors affected by the regulations creating slow growth.
- Job losses.
- Restricted travel impacting more on the hospitality industry coupled with the closed international travel.

- Confusion and panic in dealing with what should and should not happen as described by the numerous announcements made by government.

The Overstrand municipal area is more depended on Tourism related activities which were negatively impacted and in addressing that the Municipality has approved an Economic recovery plan promoting local investment, dealing with red tape for ease of doing business and in so doing find active ways of ensuring continues economic activities on the municipality. Past Financial year 1200 jobs were created +- 500 people working in the CWP programme including private sector institution continue paying their works salary and wage during the pandemic. The negative impact on the economy is coursed by the new introduction of the regulation due to the impact of the waves and the level on which the country is placed during that period. The report is written during the adjusted level 4 of the pandemic.

### b) Infrastructure

**Housing Projects Completed during 2020/21:**

| Highlights | Description |
|---|---|
| Hawston Top Structure Project | 314 Houses were handed over during the 2020/2021 municipal financial year. Project completion was March 2021. |
| Mandela Square Wetcores, Zwelihle UISP | 83 wetcores were constructed and installed. |
| Masakhane IRDP, Gansbaai | Installation of civil infrastructure on 42 sites were completed during June 2021. |
| Stanford IRDP | Installation of civil infrastructure on 783 sites were completed during December 2020. |
| Beverly Hills Wetcore, Gansbaai | 100 wetcores were constructed and installed. |
| Transit Camp, Zwelihle UISP, Hermanus | Contractor established on site during November 2020 and project will be completed by end of July 2021. |
| Site C1, Swartdamroad IRDP Project | Contractor established on site during February 2021 and project will be completed by end of October 2021. |
| Masakhane UISP, Gansbaai | Installation of civil infrastructure on 201 sites in Phase 1 were completed during December 2020 and Contractor established on site for the 2nd Phase of 204 sites during January 2021. |

**TABLE 7: HOUSING PROJECTS COMPLETED IN 2020/21**

**Electricity**

On 28 April 2021 a Renewable energy item was approved by Overstrand Municipality's Council stating the following:

Council approves that the municipality transition its energy supply, where feasible, to low carbon and renewable sources, in compliance with the revised Regulations on New Generation Capacity and all other relevant regulations, by:

- Continuing with the Small-Scale Embedded Generation program
- Developing renewable energy sources
- Procuring renewable energy from Independent Power Producers; and
- Making the municipality's electrical network available to compliant and approved energy producers and energy traders to wheel energy over the municipal network.

Overstrand was also recently included in the Municipal Energy Resilience Project on Provincial level. Various discussions are underway with interested parties regarding the purchasing of electricity as well as wheeling electricity over our network.

**Local planning and building control**

The municipality provides full town planning and building control functions in its area. During the year under review, 50 town planning applications and 1824 building plans were processed. This is a decrease from 191 town planning applications processed in 2019/20 and an increase from the 1191 building plans processed in 2019/20.

Building plans to the total value of R 1 118 348 520 were approved during 2020/21.

### c) Community Services

**Water**

We underperformed on the water loss KPI with an increase in the water losses from 23.04% for 2019/20 to 28.26% during 2020/21.

- We experienced an increase of water pipe burst from 232 during 2019/20 financial year to 300 during 2020/21.
- 56% of water bursts were in Betty's Bay, Pringlebay and Rooi Els area.
- Water meter replacements for 2020/21 were 2515 meters and
- Operational/Technical losses were 16.71% and the Firefighting department accounts for 908 350kl.

**Roads**

Achieved 99% (i.e., 105 067m$^2$) of our annual target 106 000m2 for patched and resealed during the 2020/21 financial year. The reasons for the target not met were due to challenges with the Department of Labour with respect to the issuing of a Construction Safety Permit.

**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. Grotto beach received a special award for achieving 20 consecutive years of the Blue Flag Award and striving for excellence by maintaining high standards of environmental management, cleanliness, and safety at the beach. The respective statuses were maintained for the duration of the blue flag season, from 1 December 2020 until 31 March 2021 for Grotto and 1 December 2020 to 15 January 2021 for Kleinmond, Hawston and Pearly Beach. Amenities were maintained to Blue Flag requirements.







Left: Special achievement received for Grotto Beach. Centre: flags flying at Castle Beach

Right: Launch ceremony at Grotto Beach

## 1.4.1 Basic service delivery performance highlights

| Highlight | Description |
|---|---|
| Reseal/rehabilitation programme | 105 067m$^2$ roads were resealed and patched during 2020/21 financial year to the value of R30,691 million. |
| Water & sewerage | Water demand strategy in place. 2 515 water meters were replaced for more accurate billing. Water pipe replacements were done on aging infrastructure -the spending was R6 921 570 for the 2020/21 financial year and will continue during 2021/22. |
| Trees Planted | 216 Trees were planted in the 2020/21 financial year. In July 2020 trees were planted in the Hermanus CBD to green the CBD further and in September 2020, Arbour Month, 75 trees were planted at various schools, cemeteries, and public open spaces. A further 100 trees were planted in March 2021 in the new housing development in Hawston and at the new cemetery in Kleinmond. |

| Highlight | Description |
|---|---|
| Renewable energy item Approved by Council | Council approved that the municipality transition its energy supply, where feasible, to low carbon and renewable sources, in compliance with the revised Regulations on New Generation Capacity and all other relevant regulations, by:<br>· Continuing with the Small-Scale Embedded Generation program<br>· Developing renewable energy sources<br>· Procuring renewable energy from Independent Power Producers and<br>· Making the municipality's electrical network available to compliant and approved energy producers and energy traders to wheel energy over the municipal network. |
| Birkenhead 66kV Substation | The Birkenhead 66kV Substation project has started. The project will strengthen the electricity supply and unlock the agriculture and industrial industry in Gansbaai area which is in desperate need for growth in employment. |
| Zwelihle Sewer network upgrade | Upgrading of the sewer network in Zwelihle. |
| Kleinmond Sewer network expansion | Sewer network extension in Kleinmond commenced and started with an environmental impact assessment for the upgrade of the Kleinmond Wastewater Treatment Plant. |
| Gateway Well Field Expansion, Hermanus | The two new production boreholes which had been drilled at the Gateway well field, were equipped and commissioned and linked to the bulk water supply system of Hermanus. |
| Construction of 2 new reservoirs | A new 1.5 Ml reservoir was constructed at Pringle Bay, and a 4 Ml reservoir at Gansbaai, to add to the treated water storage capacity in these 2 towns. |
| Continuation of the water pipe replacement program | A contractor was appointed and commenced with a multi-year project for the replacement of aging water pipes in various Overstrand towns. |
| Material Recovery Facility | Construction started on the new Material Recovery Facility in Hermanus – to be completed end 2021. |

**TABLE 8: BASIC SERVICE DELIVERY HIGHLIGHTS**

## 1.4.2 Basic service delivery challenges

| Service Area | Challenge | Actions to address | Progress made in 2020/21 to address challenge |
|---|---|---|---|
| Water & sewerage | Aging infrastructure | Continuous upgrades | Water meters were also replaced for more accurate billing.<br>Water pipes were replaced during the 2020/21 financial year that will continue in the 2021/22 financial year. |
| Sewerage systems | Foreign objects in sewer lines that cause blockages and additional maintenance of sewer lines. | | **SEWERAGE BLOCKAGES**<br>2020/21 = 2119<br>2019/20 = 1899<br>An increase of 220 sewer blockages occurred during 2020/21 financial year. |

| Service Area | Challenge | Actions to address | Progress made in 2020/21 to address challenge |
|---|---|---|---|
| | | | **SEWERAGE SPILLAGES**<br>2020/21 = 214<br>2019/20 = 191<br><br>An increase of 23 sewer spillages occurred during 2020/21 financial year.<br><br>A 12% increase for both sewer blockages and spillages for 2020/21 occurred. The covid 19 pandemic had a big impact on the planned/pro-active maintenance due to the staggard working schedules – therefore we mostly had to respond re-actively. |
| Water | Water meter replacement | Losses incurred on the water distribution networks | Water meter contract commenced during 2020/21.<br>2515 water meters were replaced during the 2020/21 financial year. |
| | Water pipe replacement | Water burst incurred in the water distribution network | A total of R6 921 570 were spent in the 2020/21 financial year on water pipe replacements |
| Refuse | Illegal dumping | The addition of skips and swing bins in informal settlements and invaded areas | There is still a decrease in illegal dumping due to the additional skips and swing bins.<br>2020/21 = 27<br>2019/20 = 35 |
| Roads | Potholes | Compliance to pothole repair turnaround time as per the IDP | Resealing of 17.5 kms of municipal road network. |
| Electricity | 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. | Council approved that the municipality transition its energy supply, where feasible, to low carbon and renewable sources, in compliance with the revised Regulations on New Generation Capacity and all other relevant regulations, by:<br>• Continuing with the Small-Scale Embedded Generation program<br>• Developing renewable energy sources<br>• Procuring renewable energy from Independent Power Producers; and<br>• Making the municipality's electrical network available to compliant and approved energy producers and energy traders to wheel energy over the municipal network. |
| | Theft of electricity (tampering), cables and vandalism | Theft and vandalism are a growing concern that amounts to great unforeseen expenses. It | Overstrand Municipality works with SAPS and local law enforcement agencies to address this problem. It is |

| Service Area | Challenge | Actions to address | Progress made in 2020/21 to address challenge |
|---|---|---|---|
| | | amounts to power outages and loss of income. | 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. | The Birkenhead 66kV Substation project has started. The project will strengthen the electricity supply and unlock the agriculture and industrial industry in Gansbaai area which is in desperate need for growth in employment |

**TABLE 9: BASIC SERVICES DELIVERY CHALLENGES**

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

| Description | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|
| Electricity service connections | 82% | 100% | 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 10: HOUSEHOLDS WITH MINIMUM LEVEL OF BASIC SERVICES**

According to the Municipality's own records (financial directorate) **31 672** households had access to formal housing in Overstrand in **2020/21**. *(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 100.15% |

**TABLE 11: FINANCIAL VIABILITY HIGHLIGHTS**

### 1.5.2 Financial Challenges

| Challenge | Action to address | Progress made in 2020/21 to address challenge |
|---|---|---|
| The main challenges for the municipality:<br>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:<br>Continuous uncertainty in terms of the outbreak of the Corona virus (Covid-19) and the subsequent second and third wave of the virus experienced during the past 12 months.<br><br>The original announcement of President Cyril Ramaphosa declaring a national state of disaster on 15 March 2020, inclusive of 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, has a prolonged impact on the national and local economy, with various restriction levels preventing the tourism sector to return to normal. Also, the absence of our international costomers, as owners of local properties in the Overstrand towns, could not travel to South Africa for the summer period, also with a secondary impact, less spending. Additional to this, also the reality of job losses and seasonal opportunities with regard to the hospitality industry.<br><br>In terms of the implementation of increased tariffs for this financial year (1 July 2021), extreme effort and care of the municipal executive and administration resulted in budget cuts to ensure an increase of only 4% for municipal services and sundry tariffs across the board, (once again excluding electricity as referred to), to assist the local business community and our customers as far as possible.<br><br>It is also a reality that the municipality must ensure that it remains financially stable, due to the critical role it has to play in ensuring continued service rendering to communities to prevent a disastrous future ahead.<br><br>June 2021. The impact of COVID-19 on the collection rate and cash | The municipality followed a strategy to assist municipal rate-payers for several months during this difficult economic period with extended payment arrangements as an immediate measure to adapt to circumstances caused as a direct result of the extended Covid-19 lockdown period.<br>Before-mentioned being a result of job losses due to retrenchments, close-down of local businesses in some instances, many of those tourism related. Over the past few months, rate-payers are still assisted in terms of payment arrangements in accordance with the Overstrand Customer Care, Credit Control and Debt Collection Policy.<br><br>The municipality continues to apply credit control measures in instances where agreements for extended payment periods are not honoured. | Improvement in outstanding debtors recovered: 3.2%<br><br>2020/2021: 100.15%<br>2019/2020: 96.95%<br>2018/2019: 98.22%<br>(2017/2018: 99.64%)<br>(2016/2017: 99.44%)<br><br>Tabling of reports in Council in presenting council with recommendations for writing off of irrecoverable debt.<br><br>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 2020/21 to address challenge |
|---|---|---|
| flow relating to consumer debtors' is constantly being monitored and assessed for collectability. | | |
| 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<br><br>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<br><br>Capital Spend on projects increased:<br>2020/2021: R254,8 m<br>2019/2020: R210,9m<br>2018/2019: R148.2m<br>(2017/2018: R105,1m)<br>(2016/2017: R91,9m)<br><br>Operational Budget spent on Repairs and Maintenance relates to an increase amount in spending in Asset classes across the board,<br>2020/2021: R 210,9m<br>2019/2020: R 188,5m<br>2018/2019: R215m<br>(2017/2018: R191,2m)<br>(2016/2017: R120,7m) |
| 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<br><br>The outsourcing of the water and waste water treatment plants, in respect of operational efficiencies, has been implemented in the past.<br><br>Adhere to cost containment measures. |

**TABLE 12: 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 | 2018/19 Audit outcome | 2019/20 Audit outcome | 2020/21 Audit outcome |
|---|---|---|---|---|
| Cost Coverage | (Available cash + Investments)/monthly fixed operational expenditure | 6.67 | 7.62 | 6.27 |
| Total Outstanding Service Debtors to Revenue | Total outstanding service debtors/annual revenue received for services | 10.07% | 12.33% | 11.37% |
| Debt coverage | (Total Operating Revenue - Operating Grants)/Debt service payments due within financial year) | 23.38 | 25.06 | 23.56 |

**TABLE 13: NATIONAL KPI'S FOR FINANCIAL VIABILITY AND MANAGEMENT**

## 1.5.4 Financial Overview

| | 2020/21 | | |
|---|---|---|---|
| | Orginal budget | Adjustment Budget | Actual |
| | R | | |
| **Details** | | | |
| Income | | | |
| Grants | 162,459,000 | 188,001,716 | 178,114,223 |
| Taxes, levies and tariffs | 925,759,745 | 969,449,769 | 994,418,895 |
| Other | 199,273,730 | 189,856,562 | 179,250,597 |
| **Sub-total** | 1,287,492,475 | 1,347,308,047 | 1,351,783,715 |
| *Less expenditure* | 1,342,010,309 | 1,360,558,620 | 1,320,935,942 |
| **Nett surplus/ (deficit)** | -54,517,834 | -13,250,573 | 30,847,773 |

**TABLE 14: FINANCIAL OVERVIEW**

## 1.5.5 Total Capital Expenditure

| Detail | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|
| | R'000 | R'000 | R'000 |
| Original Budget | 194,237 | 261,677 | 303,738 |
| Adjustment Budget | 174,748 | 275,800 | 280,086 |
| Actual | 172,777 | 211,057 | 254,800 |

**TABLE 15: TOTAL CAPITAL EXPENDITURE**

During the 2020/2021 financial year, the Municipality managed to spend 90.97% of its capital budget (audit outcome).

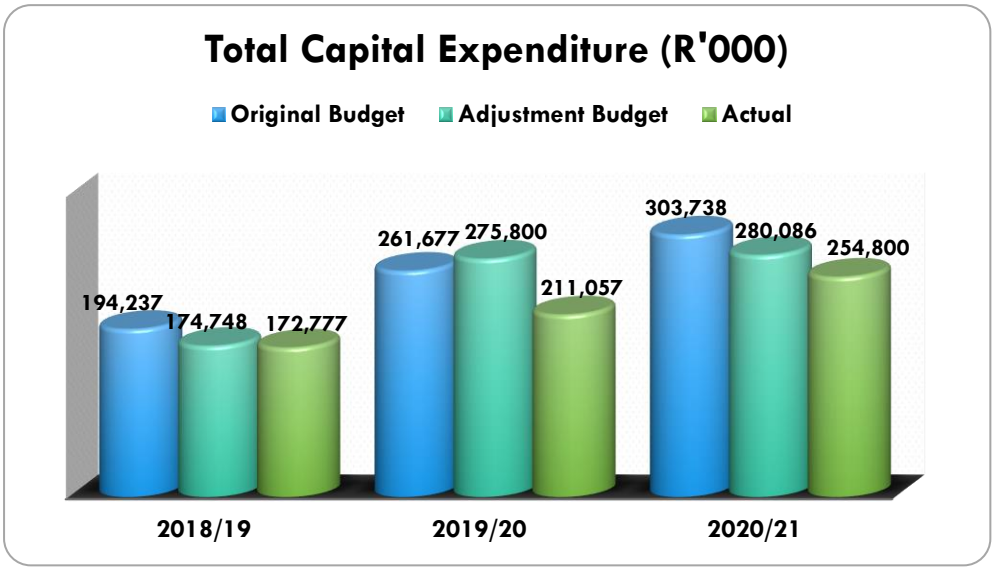



FIGURE 5: TOTAL CAPITAL EXPENDITURE

## 1.6 ORGANISATIONAL DEVELOPMENT OVERVIEW

### 1.6.1 Municipal Transformation and Organisational Development Highlights

| Highlights | Description |
|---|---|
| COVID 19 Screeners appointed | 16 Screeners appointed until 30 September 2021 |
| Training | Although the covid-19 epidemic forced training to be suspended, we still managed to spend 99.60% of our budget. |
| Individual Performance Management | Implementation /upgrading of the electronic performance management system (Ignite system) (new version) during the month of June 2021.<br><br>Virtual training sessions were conducted for the administrator and users during the month of June 2021. |
| Personnel Administration | Commenced with electronic filling of personal files. |
| Health & Safety | Covid 19 risk assessment were conducted in various departments and the recommendations were implemented. Special measures were taken to mitigate the risk of COVID-19 for vulnerable employees in accordance with the Department of Health's Guidelines to facilitate their safe return to work or their working from home. |
| TASK Job Evaluation | Although Covid-19 enforced Task Job Evaluation don't continue on a face-to-face basis, virtual sessions via Teams & Zoom made it possible to continue with evaluations on a month-to-month basis. All posts submitted could be evaluated and audited. A total of 58 posts were evaluated and audited. |

TABLE 16: MUNICIPAL TRANSFORMATION AND ORGANISATIONAL DEVELOPMENT HIGHLIGHTS

### 1.6.2 Municipal Transformation and Organisational Development Challenges

| Description | Actions to address |
|---|---|
| Wellness days | No Wellness days could be arranged for 2020 and 2021 due to the COVID pandemic. Screeners had to be appointed to assist with screening of employees at the municipality during the COVID pandemic. |
| Individual Performance Management | The electronic system (Ignite System) has been upgraded to a new version during the month of June 2021. Virtual training sessions had to be conducted for the System Administrator and the system users. Due to Covid-19 pandemic not all users could attend the virtual training sessions. Follow up session for training will be arranged when it's needed. Manual training copy will be loaded on our intraweb as soon as it is available. |
| Labour Relations | The shortage of skilled and qualified chairperson and initiators in disciplinary hearings are a challenge. |
| Health and Safety | The non-responsiveness of management on requested information leads to non-compliance to legislations. Injury on duty (IOD's) being reported for EPWP employees without a contract reaching HR. Employees not reporting IODs immediately, effecting the reporting from HR to the Department of Labour. |
| Training | To adapt training and skills development to meet the Covid-19 challenges. |
| TASK Job Evaluation | To continue evaluations and auditing of Job Descriptions via the virtual platform to accommodate the Covid-19 regulations. |
| Recruitment & Selection | The Covid-19 pandemic has been our biggest challenge over the past year. Could not meet deadlines due to restrictions and staff who were ill. |

**TABLE 17: 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 2020/21 with the municipality receiving an unqualified audit with no findings (clean audit) for the last nine 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 2019/20 and 2020/21 financial years.

### 1.7.1 Audited Outcomes

| Year | 2016/17 | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|---|---|
| Status | Unqualified (Clean Audit) | Unqualified (Clean Audit) | Unqualified (Clean Audit) | Unqualified (Clean Audit) | Unqualified (Clean Audit) |

**TABLE 18: 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 STATUTORY ANNUAL REPORT PROCESS

The table below shows the key activities and timeframes in the Annual Report process:

| PROCESS | DATE |
|---|---|
| Submit draft unaudited Annual Report for 2020/21 (include draft unaudited Annual Financial Statements (AFS)) to Council | 24 August 2021 |
| Sumit draft unaudited Annual Report and draft unaudited Annual Financial Statements for 2020/21 to Auditor-General (AG) | 31 August 2021 |

| PROCESS | DATE |
|---|---|
| Auditor-General audits the Annual Report, including consolidated Annual Financial Statements and Predetermined Objectives (PDO- Service delivery performance) | September – mid November 2021 |
| Management responds to requests for information (RFI's) and COMAF's issued by the Auditor -General during the audit process | September – mid November 2021 |
| Auditor-General issues Management Report and Audit report for the 2020/21 financial year on conclusion of the audit process | End November 2021 |
| Table audited Annual Report including Annual Financial Statements for 2020/21 to Council | 26 January 2022 |
| Advertise tabled audited Annual Report for public comment | February 2022 (TBC) |
| Municipal Public Accounts Committtee (MPAC) meeting<br>• Interrogate contents of the audited Annual Report,<br>• Preparation of the Oversight report, taking into consideration the inputs of the local community, Office of the Auditor-General, organs od state, Joint audit and Performance Audit Committee and Councillors. | March 2022 (TBC) |
| Oversight Report and Annual Report<br>• Adoption of the Oversight Report on the Final Annual Report by Council | March 2022 (TBC) |
| Advertise and Publish Final approved Annual Report- local newspaper and on municipal website | April 2022 (TBC) |
| Submit Oversight Report on the Final Annual report to the Auditor General, Provincial Treasury, Provincial Legislature, Department of Local Government – MEC's office | April 2022 (TBC) |

**TABLE 19: ANNUAL REPORT PROCESS 2020/21**

# 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 2019/20 Audit outcome | Municipal Achievement 2020/21 Audit outcome |
|---|---|---|
| Ward committee meetings held to facilitate consistent and regular communication with residents | 77 | 78 |

**TABLE 20: NATIONAL KPI'S - GOOD GOVERNANCE AND PUBLIC PARTICIPATION PERFORMANCE**

### 2.2 PERFORMANCE HIGHLIGHTS - GOOD GOVERNANCE AND PUBLIC PARTICIPATION

| Highlight | Description |
|---|---|
| The established ward committees in all 13 wards remain active | Combination of the virtual and physical meetings were held by all ward committees (where necessary) since August 2020 to mitigate challenge caused by COVID-19 pandemic. |

**TABLE 21: GOOD GOVERNANCE AND PUBLIC PARTICIPATION PERFORMANCE HIGHLIGHTS**

## 2.3 CHALLENGES - GOOD GOVERNANCE AND PUBLIC PARTICIPATION

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| To convene public meetings at local community halls especially for report back purposes. | Municipality started to invest in ICT infrastructure (Wi-fi connectivity and equipment) to promote meetings via virtual platforms. |

**TABLE 22: 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,** 30.6.2021

#### a) Council

Below is a table that categorised the councillors within their specific political parties and wards for the **2020/21** 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 | 90 | 100 |
| David Botha | Councillor | DA | 7 | 100 | - |
| Hannie Morgan | Councillor | DA | Proportional | 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 | 90 | 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 | 80 | 100 |
| Vuyani Macotha | Ward Councillor (Resigned Sep 2020) | ANC | 12 | 67 | 100 |
| Michael Mahana | Ward Councillor (Since Dec 2020) | LAND PARTY | 12 | 100 | - |
| Christine May | Councillor | DA | Proportional | 100 | - |
| Benet Molefe | Councillor | EFF | Proportional | 90 | 100 |
| Xolani Msweli | Ward Councillor | ANC | 1 | 100 | - |
| Lindile Ntsabo | Councillor | DA | Proportional | 100 | - |
| Ronald Nutt | Councillor | DA | Proportional | 90 | 100 |
| Valerie Pungupungu | Ward Councillor | ANC | 5 | 100 | - |
| Charmaine Resandt | Councillor | DA | Proportional | 100 | - |
| Ntombizinee Sapepa | Ward Councillor | ANC | 6 | 100 | - |
| Constancy Tafu-Nwonko | Councillor | ANC | Proportional | 90 | 100 |
| Simphiwe Tebele | Councillor | ANC | Proportional | 100 | - |

**TABLE 23: 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 him to manage the day-to-day affairs. This means that he has an overarching strategic and political responsibility. The key element of the executive model is that executive power is

vested in the Executive Mayor, delegated by the Council, 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 2020 to 30 June 2021:

| Name of member | Capacity |
|---|---|
| Ald D Coetzee | Executive Mayor |
| Cllr E Gillion | Deputy Executive Mayor<br>Chairperson of Infrastructure & Planning |
| Cllr K Brice | Chairperson of Economic Development & Tourism |
| 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 24: 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 | 8 | 22/09/20<br>20/10/20<br>17/11/20<br>16/02/21<br>23/03/21<br>20/04/21<br>18/05/21<br>22/06/21 |
| Portfolio Committee: Management Services | Andrew Komani | 80 | 8 | 22/09/20<br>20/10/20<br>17/11/20<br>16/02/21<br>23/03/21 |

| Committee | Chairperson | Section 79 or 80 Committee | Number of minutes submitted to council | Meeting Date |
|---|---|---|---|---|
| | | | | 20/04/21<br>18/05/21<br>22/06/21 |
| Portfolio Committee: Finance | Riana de Coning | 80 | 8 | 22/09/20<br>20/10/20<br>17/11/20<br>16/02/21<br>23/03/21<br>20/04/21<br>18/05/21<br>22/06/21 |
| Portfolio Committee: Protection Services | Frederick Africa | 80 | 8 | 22/09/20<br>20/10/20<br>17/11/20<br>16/02/21<br>23/03/21<br>20/04/21<br>18/05/21<br>22/06/21 |
| Portfolio Committee: Economic Development & Tourism | Kari Brice | 80 | 8 | 22/09/20<br>20/10/20<br>17/11/20<br>16/02/21<br>23/03/21<br>20/04/21<br>18/05/21<br>22/06/21 |
| Portfolio Committee: Community Services | Grant Cohen | 80 | 8 | 22/09/20<br>20/10/20<br>17/11/20<br>16/02/21<br>23/03/21<br>20/04/21<br>18/05/21<br>22/06/21 |
| Oversight – Municipal Public Accounts Committee (MPAC) | Simphiwe Tebele | 79 | 2<br>(Jun 2021 Council meeting cancelled due to Covid-19) | 17/03/21 (stood down)<br>25/03/21 (Reconvened)<br>12/05/21<br>17/06/21 |
| Disciplinary Committee | Elnora Gillion | 79 | 1 | 28/04/21 |

**TABLE 25: 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 |
| Dean O'Neill (from 1 Nov 2020) | 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 26: 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 Integrated Developmenmt Plan (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) | 10 March 2021 | 25 | 26 | 75 | Ward Committees |
| Public Ward Committee Ward 1, 2 & 11 | 15-17/09/20 | 4 | 14 | 18 | Ward Committees |
| | 10-12/11/20 | 6 | 14 | 14 | Ward Committees |
| | 16-18/03/21 | 5 | 19 | 7 | Ward Committees |
| | 16,17,18/06/21 | 4 | 11 | 5 | Ward Committees |
| Ward Committees Wards 3, 7, 8, & 13 | 5 committee meetings held in each ward | 1 – 2 per ward | 2 – 3 per ward | 1 - 12 | Ward Committees |
| Public Ward Meetings Wards 3, 7, 8, & 13 | 4 meetings held in each ward – one per quarter | 1 - 2 per ward | 3 - 9 per ward | Varies between ±2 - 45 | Important issues as well as consultation regarding the IDP and Budget |
| Ward 13 – Onrus/Vermont - Special Ward Committee meeting held: Agenda: | 29 June 2021 | 1 | 3 | Ward committee members only (6 attended) | Delegation of Municipal Officials, the Ward Councilor and Ward |

| 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 |
|---|---|---|---|---|---|
| • Onrus Caravan Park Semi stands – lease agreements | | | | No community members | Committee members |
| Quarterly/Monthly Feedback Meeting – Ward 3 | 16/09/2020 | 1 | 3 | 4 | Ward Committees |
| | 11/11/2020 | 1 | 6 | 2 | Ward Committees |
| | 17/03/2021 | 1 | 5 | 5 | Ward Committees |
| | 21/06/2021 | 1 | 4 | 5 | Ward Committees |
| Quarterly/Monthly Feedback Meeting – Ward 7 | 17/09/2020 | 1 | 3 | 12 | Ward Committees |
| | 12/11/2020 | 1 | 3 | 14 | Ward Committees |
| | 18/03/2021 | 1 | 4 | 16 | Ward Committees |
| | 17/06/2021 | 1 | 5 | 8 | Ward Committees |
| Quarterly/Monthly Feedback Meeting – Ward 8 | 14/09/2020 | 2 | 6 | 9 | Ward Committees |
| | 9/11/2020 | 2 | 8 | 45 | Ward Committees |
| | 15/03/2021 | 2 | 8 | 13 | Ward Committees |
| | 14/06/2021 | 2 | 5 | 15 | Ward Committees |
| Quarterly/Monthly Feedback Meeting – Ward 13 | 15/09/2020 | 1 | 5 | 17 | Ward Committees |
| | 10/11/2020 | 1 | 4 | 8 | Ward Committees |
| | 16/03/2021 | 1 | 9 | 12 | Ward Committees |
| Ward Committees Wards 4,5,6 & 12 | 5 committee meetings held in each ward | 1 – 4 per ward | 2 – 3 per ward | 10 | Ward Committees |
| Public Ward Meetings Wards 4,5,6 & 12 | 4 meetings held in each ward – one per quarter | 1 – 5 per ward | 3-5 per ward | Varies between ±20 - 100 | Important issues as well as consultation regarding the IDP and Budget |
| Ward 6 –Special Ward Committee meeting held: Agenda: Ward Specific Project | 27 May 2021 | 1 | 2 | Ward committee members only (7 attended) No community members | Delegation of Municipal Officials, the Ward Councilor and Ward Committee members |
| Quarterly/Monthly Feedback Meeting – Ward 4 | 14/09/2020 | 1 – 4 | 2-3 | 40 | Ward Committees |
| | 09/11/2020 | 1 – 4 | 2-3 | 43 | Ward Committees |

| Nature and purpose of meeting | Date of events | Number of Participating Municipal Councillors | Number of Participating Municipal Administrators | Number of Community members attending | Dates and manner of feedback given to community |
|---|---|---|---|---|---|
| | 15/03/2021 | 1 – 4 | 2-3 | 35 | Ward Committees |
| | 14/06/2021 | 1 – 4 | 2-3 | 50 | Ward Committees |
| Quarterly/Monthly Feedback Meeting – Ward 5 | 16/09/2020 | 2-5 | 2-5 | 35 | Ward Committees |
| | 11/11/2020 | 2-5 | 2-4 | 20 | Ward Committees |
| | 17/03/2021 | 2-5 | 2-4 | 28 | Ward Committees |
| | 21/06/2021 | 2-5 | 2-4 | 50 | Ward Committees |
| Quarterly/Monthly Feedback Meeting – Ward 6 | 15/09/2020 | 2-5 | 2-4 | 40 | Ward Committees |
| | 10/11/2020 | 2-5 | 2-4 | 55 | Ward Committees |
| | 16/03/2021 | 2-5 | 2-4 | 43 | Ward Committees |
| | 15/06/2021 | 2-5 | 2-4 | 35 | Ward Committees |
| Quarterly/Monthly Feedback Meeting – Ward 12 | 17/09/2020 | 2-5 | 2-4 | 45 | Ward Committees |
| | 12/11/2020 | 2-5 | 2-4 | 100 | Ward Committees |
| | 18/03/2021 | 2-5 | 2-4 | 45 | Ward Committees |
| | 17/06/2021 | 2-5 | 2-4 | 50 | Ward Committees |
| Ward 9 Public Meeting | 12 March 2020 | 1 | 5 Municipal Officials | 6 | Feedback given by Ward Councillor Cohen & Senior Official |
| Ward 9 Public Meeting | 17 September 2020 | 1 | 3 Municipal Officials | 6 | Feedback given by Ward Councillor Cohen & Senior Official |
| Ward 9 Public Meeting | 18 March 2021 | 1 | 5 Municipal Officials | 12 | Feedback given by Ward Councillor Cohen & Senior Officials |
| Ward 10 Public Meeting | 15 September 2020 | 2 | 3 Municipal Officials | 13 | Feedback given by Ward Councillor Krige & Senior Officials |
| Ward 10 Public Meeting | 10 November 2020 | 2 | 3 Municipal Officials | 2 | Feedback given by Ward Councillor Krige & Senior Officials |
| Ward 10 Public Meeting | 16 March 2021 | 2 | 4 Municipal Officials | 36 | Feedback given by Ward Councillor Krige & Senior Officials |
| Ward 9 Public Meeting | 12 March 2020 | 1 | 5 Municipal Officials | 6 | Feedback given by Ward Councillor |

| 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 |
|---|---|---|---|---|---|
| Ward 9 Public Meeting | | | | | Cohen & Senior Official |
| | 17 September 2020 | 1 | 3 Municipal Officials | 6 | Feedback given by Ward Councillor Cohen & Senior Official |
| Ward 9 Public Meeting<br>Ward 10 Public Meeting<br>Ward 10 Public Meeting | 18 March 2021 | 1 | 5 Municipal Officials | 12 | Feedback given by Ward Councillor Cohen & Senior Officials |
| | 15 September 2020 | 2 | 3 Municipal Officials | 13 | Feedback given by Ward Councillor Krige & Senior Officials |
| | 10 November 2020 | 2 | 3 Municipal Officials | 2 | Feedback given by Ward Councillor Krige & Senior Officials |
| Ward 10 Public Meeting<br>Ward 9 Public Meeting<br>Ward 9 Public Meeting | 16 March 2021 | 2 | 4 Municipal Officials | 36 | Feedback given by Ward Councillor Krige & Senior Officials |
| | 12 March 2020 | 1 | 5 Municipal Officials | 6 | Feedback given by Ward Councillor Cohen & Senior Official |
| | 17 September 2020 | 1 | 3 Municipal Officials | 6 | Feedback given by Ward Councillor Cohen & Senior Official |
| Ward 9 Public Meeting<br>Ward 10 Public Meeting<br>Ward 10 Public Meeting | 18 March 2021 | 1 | 5 Municipal Officials | 12 | Feedback given by Ward Councillor Cohen & Senior Officials |
| | 15 September 2020 | 2 | 3 Municipal Officials | 13 | Feedback given by Ward Councillor Krige & Senior Officials |
| | 10 November 2020 | 2 | 3 Municipal Officials | 2 | Feedback given by Ward Councillor Krige & Senior Officials |

**TABLE 27: 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 |
|---|---|---|
| André Wagener | Franskraal Neighbourhood Watch | 02 Sept 2020 and 16 Sept 2020<br>14 Oct 2020 and 11 Nov 2020<br>10 Feb 2021 and 17 Mar 2021<br>14 April 2021,12 May 2021 and 21 June 2021 |
| Archibald Chambers | Franskraal Bowling Club | |
| Edwin de Kock | Franskraal Ratepayers' Association | |
| Phumla Margaret Yawa | Masakhane Business Forum | |
| Mthuthuzeli Foto | Masakhane Council of Churches | |
| Zwelandile Duna | Masakhane Street Committee Association | |
| Ms Dorah Siduka | Masakhane Residents' Organisation | |
| Elias Zihlalele Msopi | CATA | |
| Sibulelo Mphetsheni | Traditional Leaders | |
| Siyabonga Mjokweni | Masakhane Youth Development Organization | |

**TABLE 28: 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 |
|---|---|---|
| Tania Lourens | Overberg Line Fishing Association | 01 Sept 2020 and 15 Sept 2020<br>13 Oct 2020 and 10 Nov 2020<br>09 Feb 2021 and 16 Mar 2021 |
| R M du Plessis | De Kelders & Perlemoenbaai Ratepayers' Association | |
| Marius van der Merwe | Kleinbaai Ratepayers' Association | |
| Hermanus Johannes van Dyk (Manie) | Gansbaai Marine Empowerment Trust | |

| Name of representative | Capacity representing | Dates of meetings held during the year |
|---|---|---|
| Glenda Sharon Kitley | Gansbaai Tourism | 13 April 2021,11 May 2021 and 14 June 2021 |
| Me. Jo-Anne Lewis | Gansbaai Community Police Forum | |
| Julia Lily Barlow | Gansbaai Chamber of Commerce | |
| Nico Naudé(MD) | Gansbaai Ratepayers' Association | |
| Samuel Norman Sauls | Gansbaai Day-care for Children | |
| Francia van Dyk | See & Teekring | |

**TABLE 29: 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 |
|---|---|---|
| Mary-Ann Verster | Hermanus Botanical Society | 02 Sept 2020 and 16 Sept 2020<br>14 Oct 2020 and 11 Nov 2020<br>10 Feb 2021 and 17 Mar 2021<br>14 April 2021,12 May 2021<br>and 21 June 2021 |
| Anina Lee | Cliff Path Management | |
| Brian Wridgway | Hermanus Rate Payers Association | |
| Derek William Duckitt | Hermanus Astronomy Association | |
| Shane Sauvage | Tourism | |
| Gideon Serfontein | Hermanus Business Chamber | |
| John Cowan | Hermanus Sport Club | |
| Bridgitte Sabbe | HPP – Hermanus Public Protection | |
| Kijl Resandt | Village Square | |
| Helena Johanna Herholdt | Hermanus High School | |

**TABLE 30: 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 |
|---|---|---|
| Florence Cupido | Community Gospel Outreach | 31 Aug 2020 and 14 Sept 2020<br>12 Oct 2020 and 9 Nov 2020<br>08 Feb 2021 and 15 Mar 2021<br>12 April 2021,8 May 2021<br>and 14 June 2021 |
| Lizette Spandiel | Mount Pleasant Women's Club | |
| Trevor Williams | Atlantics Rugby Club | |
| Maria Pieterse | Mount Pleasant Sea Harvesting Co-Op | |
| Deon de Kock | Westcliff Residents Association | |
| Simon Janse van Vuuren | Huis Lettie Theron (BADISA) | |
| Anthony Steneveld | Anointed Commission of Christ Ministiries | |
| Trevor Titus | Health & Welfare | |
| Willem Thompson | Mount Pleasant Neighbourhood Watch | |
| Desiree April | Overstrand Community Centre | |

**TABLE 31: WARD 4 COMMITTEE MEETINGS**

## e) Ward 5: Zwelihle South

| Name of representative | Capacity representing | Dates of meetings held during the year |
|---|---|---|
| Thobeka Veleka | Qhayiya High School | 02 Sept 2020 and 16 Sept 2020<br>14 Oct 2020 and 11 Nov 2020<br>10 Feb 2021 and 17 Mar 2021<br>14 April 2021,12 May 2021<br>and 21 June 2021 |
| Patricia Moshesh | Transit Camp Informal settlement | |
| Morris Thukwayo | Youth Development | |
| Ntombizanele Sapepa | Siyazama Elderly Centre | |
| Regina Ndawule | Ilisa Street | |
| Sibusiso Makunga | Hermanus Rainbow Trust | |
| Thenjiwe Mavata | Community Safety | |
| Lulama Kamana | Zwelonke Women's Manyano | |
| Nomama Ncapayi | Thambo Square | |
| Nolusindiso Mjiwa | Asazani Informal Settlement | |

**TABLE 32: WARD 5 COMMITTEE MEETINGS**

## f) Ward 6: Zwelihle North

| Name of representative | Capacity representing | Dates of meetings held during the year |
|---|---|---|
| Nokuzola Mcinjane | Siyazama Elderly Centre | 01 Sept 2020 and 15 Sept 2020<br>13 Oct 2020 and 10 Nov 2020<br>09 Feb 2021 and 16 Mar 2021<br>13 April 2021,11 May 2021<br>and 15 June 2021 |
| Mzikayise Damesi | Overstrand Whale Boxing Club | |
| Vusumzi Tshona | Zwelihle Neighbourhood Watch | |
| Sinethemba Zwelifile | Thambo Informal Settlement | |
| Thelma Nondala | Zwelihle Hostels | |
| Xolani Gilikindla | White City | |
| Ntombekhaya Sinoko | Mandela Informal Settlement | |
| Fuzile Bhangazana | Bhekela Informal Settlement | |
| Xolile Sitshixo | Tsepe-tsepe Informal settlement | |
| Manetho Mlombi | Association with Disabilities | |

**TABLE 33: WARD 6 COMMITTEE MEETINGS**

## g) Ward 7: Sandbaai

| Name of representative | Capacity representing | Dates of meetings held during the year |
|---|---|---|
| Willem Christian Gerber Marais | Sandbaai Jukskei Klub | 03 Sept 2020 and 17 Sept 2020<br>15 Oct 2020 and 12 Nov 2020<br>11 Feb 2021 and 18 Mar 2021<br>15 April 2021,13 May 2021 |
| Sarel Oberholzer | Sandbaai Ratepayers Association | |
| Robert van der Merwe | Sandbaai Neighbourhood Watch | |
| Cornelis Lambertus Gerhardus vd Coolwijk | Ocean Breeze Estate – Geographical Block | |
| Jacobus Albertus Vorster Le Roux | Village of Golden Harvest | |
| Rita Gerber | Sandbaai Verfraaiingskomitee | |

| Name of representative | Capacity representing | Dates of meetings held during the year |
|---|---|---|
| Hendrik Jacobus Johannes Lombard | Leisure Park – Geographical Block | and 17 June 2021 |
| Pierre Louis Le Roux | VOS Kuspad | |
| Georgina Willemine Geldenhuys | Hermanus Waldorf School | |
| Deon Beukes | Sandbaaisaal Bestuurskomitee | |

**TABLE 34: WARD 7 COMMITTEE MEETINGS**

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

| Name of representative | Capacity representing | Dates of meetings held during the year |
|---|---|---|
| Isai Benjamin Claasen | Hawston Rugby Club | 31 Aug 2020 and 14 Sept 2020<br>12 Oct 2020 and 9 Nov 2020<br>08 Feb 2021 and 15 Mar 2021<br>12 April 2021,8 May 2021<br>and 14 June 2021 |
| Garda Williams | Hawston Gesondheid en Welsyn | |
| Robert Anton McDavid | Fisherhaven RPA | |
| Thomas Swarts | Griqua National Conference | |
| Julius Booysen | Overstrand Association for Persons with Disabilities | |
| Vacant | Hawston Primary school | |
| Felicity Siljeur | Pearly Shells | |
| Denvid Christy Adams | Efesiers Pentecostal | |
| Mike Austin | Bot Friends | |
| Dave Hugo | Fisherhaven Neigbourhood Watch | |

**TABLE 35: WARD 8 COMMITTEE MEETINGS**

## i) Ward 9: Kleinmond, Mountain View and Palmiet

| Name of representative | Capacity representing | Dates of meetings held during the year |
|---|---|---|
| Johannes de Clerk | Sea Avenues | 03 Sept 2020 and 17 Sept 2020<br>15 Oct 2020 and 12 Nov 2020<br>11 Feb 2021 and 18 Mar 2021<br>15 April 2021,13 May 2021<br>and 17 June 2021 |
| Charles Swartz | Integrated Fishing Forum | |
| Elizabeth Hauptfleisch | Palmiet | |
| Thomas Snibbe | Mountain Lanes | |
| Johan Carstens | Kleinmond Straatwag | |
| Botha Maree | Kleinmond Nature Conservation Association | |
| Chris Harding | Kleinmond Ratepayers' Association | |
| Derek Adonis | Kleinmond Primary School | |
| Mike Botha | Klein Berlyn | |
| Cornette Hull | Overberg-Kleinmond Khoisan | |

**TABLE 36: 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 |
|---|---|---|
| Hilgard Muller | Rooi Els Ratepayers' Association | 01 Sept 2020 and 15 Sept 2020<br>13 Oct 2020 and 10 Nov 2020<br>09 Feb 2021 and 16 Mar 2021<br>13 April 2021,11 May 2021<br>and 21 June 2021 |
| Susanna Botha | Kleinmond Police Forum | |
| Theresa Els | Child Welfare SA Kleinmond | |
| Mary Hull | Proteadorp West | |
| Melvin Jooste | Mooiuitsig | |
| Elmarie Strydom | Pringle Bay Ratepayers' Association | |
| Willem Steyn | Betty's Bay Residents and Ratepayers' Association | |
| Bangikhaya Mantshinga | Backyard Dweller Association | |
| Ellsworth October | Kogelberg Biosphere Reserve | |
| Andrew Martin | Local Football Association | |

**TABLE 37: 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 |
|---|---|---|
| Coleen Emmenis | Baardskeerdersbos Homeowners' Association | 03 Sept 2020 and 17 Sept 2020<br>15 Oct 2020 and 12 Nov 2020<br>11 Feb 2021 and 18 Mar 2021<br>15 April 2021,13 May 2021<br>and 17 June 2021 |
| Gideon Joubert | Strandveld Landbou Vereniging | |
| Henry Dyers | Buffeljachts Gesondheid & Welsyn | |
| David Hagan | Stanford Conservation Trust | |
| Louis Roodt | Stanford Ratepayers' Association | |
| Hein Vollgraaff | Farmers' Association | |
| Jenny October | Farmers' Association | |
| Zodwa Zawula | Blomtuin & Ou Skema | |
| Vivian Burton-Moore | Thembelihle Community | |
| Coleen Emmenis | Pearly Beach Ratepayers' Association | |
| Vacant | Eluxolweni Community Association | |

**TABLE 38: WARD 11 COMMITTEE MEETINGS**

## l) Ward 12: Zwelihle North- West

| Name of representative | Capacity representing | Dates of meetings held during the year |
|---|---|---|
| Zwelethemba Patrein | Zwelihle Primary School Governing Body | 03 Sept 2020 and 17 Sept 2020 |
| Ntembiso Bulawa | Community Police Forum | |
| Vuyiswa Khuse | Womens Action Group | |

| Name of representative | Capacity representing | Dates of meetings held during the year |
|---|---|---|
| Akhona Jakuja | Local Football Association | 15 Oct 2020 and 12 Nov 2020<br>11 Feb 2021 and 18 Mar 2021<br>15 April 2021,13 May 2021 and 17 June 2021 |
| Nomthandazo Gcilitshane | Zwelihle Neighbourhood Watch | |
| Siyabulela Vonco | Hermanus Rainbow Trust | |
| Nobelungu Mpemba | Siyakha Educare Centre | |
| Noluviwo Nkoanyane | Association with Disabilities | |
| Noluthando Mtyibilisi | Treatment Action Campaign | |
| Masibongwe Sihlahla | Youth Development | |

**TABLE 39: WARD 12 COMMITTEE MEETINGS**

### m) Ward 13: Onrus and Vermont

| Name of representative | Capacity representing | Dates of meetings held during the year |
|---|---|---|
| Hendrik Johannes Greeff | Onrus Rate Payers Association | 02 Aug 2020 and 15 Sept 2020<br>13 Oct 2020 and 10 Nov 2020<br>09 Feb 2021 and 16 Mar 2021<br>13 April 2021,11 May 2021<br>and 15 June 2021 |
| Ann Bown | Vermont Conservation Trust | |
| Ann Droomer | Onverwag Neighbourhoodwatch | |
| Henry William (Duncan) Heard | Vermont Coastal Path Committee | |
| Eric Larsen | Vermont RP & Environmental Association | |
| Deon van der Kooi | NG Kerk Onrus | |
| Mathys Pretorius van as Sutherland | Kalfiefees | |
| Caroline Gabb | Onrus River Estuary Forum | |
| Theo Agenbag | Onrus Handels Pos – Geographical Block | |
| Johan Prinsloo | Onrus Retirement Villages – Geographical Block | |

**TABLE 40: 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 wards 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 | 9 | 9 | 5 | 4 |
| 2 | Yes | 9 | 9 | 5 | 4 |
| 3 | Yes | 9 | 9 | 5 | 4 |
| 4 | Yes | 9 | 9 | 5 | 4 |
| 5 | Yes | 9 | 9 | 5 | 4 |
| 6 | Yes | 9 | 9 | 5 | 4 |
| 7 | Yes | 9 | 9 | 5 | 4 |

| 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 |
|---|---|---|---|---|---|
| 8 | Yes | 9 | 9 | 5 | 4 |
| 9 | Yes | 9 | 9 | 5 | 4 |
| 10 | Yes | 9 | 9 | 5 | 4 |
| 11 | Yes | 9 | 9 | 5 | 4 |
| 12 | Yes | 9 | 9 | 5 | 4 |
| 13 | Yes | 9 | 9 | 5 | 4 |

**TABLE 41: WARD COMMITTEES**

## 2.6.4 REPRESENTATIVE FORUMS

### a) Labour Forum

The Local Labour Forum (LLF) discussess local workplace matters in terms of the Main Collective Agreement negotiated by the Unions and the Employer (i.e., Municipality) on a National Base.

The table below specifies the members of the Labour Forum for the 2020/21 financial year:

| Name of representative | Capacity | Meeting dates |
|---|---|---|
| Ald. D. Coetzee | Council | 11 August 2020<br>15 September 2020<br>13 October 2020<br>10 November 2020<br>9 February 2021<br>16 March 2021<br>13 April 2021<br>11 May 2021<br>15 June 2021 |
| Cllr. A. Africa | Council | |
| Cllr. A. Komani | Council | |
| Cllr. S Tebele | Council | |
| Cllr. X. Msweli | Council | |
| | | |
| Mrs. D Arrison | Management | |
| Mr. R Williams | Management | |
| Mrs. S Reyneke-Naude | Management | |
| Mr. N Michaels | Management | |
| Mr. S Muller | Management | |
| Mrs. L Bucchianeri | Management | |
| | | |
| Mr. 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 42: 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 INTEGRATED DEVELOPMENT PLAN (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 2020/21 financial year an OMAF meeting was held on 10 March 2021 via virtual platform.

## 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 Municiality has a functional Risk Management Unit (RMU) that report to the Municipal Manager.

The activities and/ or actions performed by the RMU during the 2020/21 financial year include, but not limited to the following:

- Compiled a Risk Management Implementation Plan for the 2020/21 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;
- 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 Owners and Champions;
- Ongoing communication with vendor for Risk Management System improvement (Ignite Risk Assist Module);
- Continuous professional development - attending Provincial CAE and CRO Forums, as well as workshops presented by the Institute of Risk Management South Africa (IRMSA);
- Providing continuous assistance to municipal employees on Risk Management matters.

| **Strategic Risks 2020/21** | | | | | |
|---|---|---|---|---|---|
| **Risk Level** | **Risk Description** | **Current Controls** | **Residual Risk** | **Financial Year** | **Risk Actions** |
| Strategic risk | Curbing the transmission and spread of COVID-19 | • Disaster Management Regulations, relating to COVID-19 – lockdown and movement restrictions<br>• Weekly decontamination of buildings and decontamination of public areas where necessary<br>• Public Awareness – distribution of flyers, placards and media publications with information from relevant and reliable sources<br>• Law enforcement, SAPS and SANDF that enforces | High | 2020/21 | • Coordination in terms of Disaster Management Act/ Regulations<br>• Report weekly to the District JOC on progress of all COVID-19 related initiatives. |

| Strategic Risks 2020/21 | | | | | |
|---|---|---|---|---|---|
| **Risk Level** | **Risk Description** | **Current Controls** | **Residual Risk** | **Financial Year** | **Risk Actions** |
| | | Disaster Management Regulations<br>• Internal Audit and oversight structures | | | |
| Strategic risk | Effects of climate change on the natural environment and infrastructure. | • Draft environmental overlay (including draft setback guidelines)1. Integrated Coastal Management Act<br>• National Environmental Management Act<br>• Environmental Management Framework and Spatial Development Framework (Integrated Development Framework)<br>• Estuary Forums1. Water Services Development Plan<br>• Water source augmentation planning<br>• National Climate Change Response Policy.<br>• Overberg District Climate Change Plan<br>• National Environmental Management Air Quality Act<br>• Employed an Environmental Audit Officer that assists with climate change mitigation. | High | 2020/21 | • Report on the adopted environmental overlay, which include the setback guidelines, to inform the climate change strategy |
| Strategic risk | Protest action / Civil unrest | • Local Economic Development and Social Development Departments in place to implement programmes to improve the socio-economic conditions in Overstrand.<br>• Indigent Policy and related subsidies | High | 2020/21 | • Co-ordination and facilitation of the activities of law enforcement, disaster management and other relevant role-players with the objective to share information, communication, |

| Strategic Risks 2020/21 | | | | | |
|---|---|---|---|---|---|
| **Risk Level** | **Risk Description** | **Current Controls** | **Residual Risk** | **Financial Year** | **Risk Actions** |
| | | • Access to national/ provincial grant funding, i.e Municipal Infrastructure Grants (MIG), Equitable share to provide basic services to the disadvantaged people, Human Settlement Grant, EPWP grant, etc.<br>• Collaboration between councillors and municipal officials to engage with communities to find solutions to problems giving rise to protest actions.<br>• Traffic and Law Enforcement Units to respond to protest actions and civil unrest.<br>• Collaboration with the SAPS to plan for and deal with protests and riots.<br>• Business Continuity Framework | | | early warning, rapid reaction in case of unrest (civil intolerance).<br>• Facilitation of a district wide Joint Operation Centre, as required over multiple municipal areas. |
| Strategic risk | Inability to improve socio-economic conditions of disadvantaged communities | • Utilising national government poverty alleviation programmes to provide assistance to households living in severe poverty.<br>• Making use of supply chain as an economic lever.<br>• Training programmes for the unemployed in entrepreneurship.<br>• Upskilling and providing training for self-employment and job readiness<br>• Outreach Thusong initiatives involving different government | High | 2020/21 | • Review socio economic profile of Overstrand to track impact and progress, including the identification of needs |

| Strategic Risks 2020/21 | | | | | |
|---|---|---|---|---|---|
| **Risk Level** | **Risk Description** | **Current Controls** | **Residual Risk** | **Financial Year** | **Risk Actions** |
| | | departments/ institutions (Information hub)<br>• Improved relations with social partners i.e NGO'S, CBO's Schools, etc<br>• Public participation on municipal budget processes | | | |
| Strategic risk | Load-shedding | • Standby generation capacity at critical buildings and infrastructure<br>• Mobile generators<br>• Suction tankers for sewerage pump stations<br>• Apply for extra capacity from eskom | High | 2020/21 | • Apply for increase of nominated maximum demands (report on progress)<br>• Set-up meetings with Eskom to discuss electricity supply challenges<br>• Continuous update public on planned load-shedding/ electricity outages |
| Strategic risk | Infrastructure capacity not able to serve growing needs | • Forward planning of needs for new infrastructure is done continuously (e.g. master plans).<br>• Development contributions are levied on large developers to upgrade infrastructure.<br>• Municipal funding (self-funding and borrowings) for infrastructure projects.<br>• Sources of grant funding for capital projects are tapped as far as possible, e.g MIG, external borrowings and municipal funding. | High | 2020/21 | • Implement master plan items to accommodate spatial growth according to town planning and housing projections.<br>• Water supply and sewerage removal. |
| Strategic risk | Illegal land invasion and land grabbing | • Pro-active patrols by OM Law Enforcement at vacant land under threat<br>• Outsourced illegal land invasion contractor | High | 2020/21 | • Implement shared information and initiatives of District Safety Forum.<br>• Rapid response to municipal related |

| Strategic Risks 2020/21 | | | | | |
|---|---|---|---|---|---|
| **Risk Level** | **Risk Description** | **Current Controls** | **Residual Risk** | **Financial Year** | **Risk Actions** |
| | | • Court interdicts<br>• Monitoring and reporting of illegal land invasive by the community at large, including neighbourhood watch | | | complaints of non-compliance<br>• Collaboration between councillors and municipal officials to engage with communities to find solutions to problem. |
| Strategic risk | Slow decision-making process that discourages investment | • Establishment of red-tape reduction Champion in each department (collaboration with all dept's to find ways to reduce red-tape), to streamline municipal processes.<br>• Identify and rate red-tape aspects for ease of doing business, in partnership with the department of Economic Development and Tourism.<br>• Engage and inform SMME's and potential investors on compliance matters (one stop investment centre that offers relevant information)<br>• Establishment of Mayoral First Thursday Engagements with the public | Medium | 2020/21 | Explore SCM and LED integration to deliver business opportunities. |
| Strategic risk | Negative growth in important/ major sectors i.e Tourism, Agriculture/ Aquaculture and Services Sector | • Public-Private Partnership dialogues instituted.<br>• Facilitation of business rescue programmes<br>• Providing linkages to support SMME's with technical and financial support<br>• Facilitate access to funding from other spheres of government | Medium | 2020/21 | • Support the establishment and functioning of forums.<br>• Initiate collaborative programmes and projects between the public, private sector and communities. |

| Strategic Risks 2020/21 | | | | | |
|---|---|---|---|---|---|
| **Risk Level** | **Risk Description** | **Current Controls** | **Residual Risk** | **Financial Year** | **Risk Actions** |
| | | • Collaborating with National Government on initiatives regarding tourism, economic and social development. | | | |
| Strategic risk | Sustained financial viability | • Long term financial plan<br>• IDP aligned to key municipal objectives.<br>• Budget is aligned to IDP.<br>• SDBIP is informed by the IDP and budget.<br>• Public participation with regards to the IDP and budget process.<br>• Regular performance monitoring and evaluations (performance management system).<br>• Monthly monitoring of audit action plans.<br>• Assessment of municipal financial viability by AG during their annual statutory audit.<br>• Monitoring of collection rate.<br>• Austerity measures to contain budget<br>• Dedicated revenue and debt collection department. | Medium | 2020/21 | Continuous monitoring and assessment of current controls. |
| Strategic risk | Limited water resources (dams, boreholes, springs and river extraction). | • Water Master plan<br>• Water Services Development Plan<br>• Building of bore holes<br>• Water demand management and | Medium | 2020/21 | • Keep record of water demand trends per water scheme and update projections annually. |

| Strategic Risks 2020/21 | | | | | |
|---|---|---|---|---|---|
| **Risk Level** | **Risk Description** | **Current Controls** | **Residual Risk** | **Financial Year** | **Risk Actions** |
| | | conservation, including water restrictions and tariffs.<br>• Water sources and treatment plants being operated and maintained.<br>• Water source augmentation planning and implementation<br>• Water conservation bylaw<br>• Clearing of alien vegetation. | | | • Adjust projections according to the long-term trends.<br>• Construction of new bore holes and implement seawater desalination in Hermanus. |
| Strategic risk | Loss of critical business data - Business continuity | • Backup and security policy and back-up schedule is in place.<br>• Recovery and testing is done annually and reported to the ICT Steering Committee.<br>• Scheduled functional ICT disaster recovery plan testing of all systems<br>• Annual review of the ICT disaster recovery plan for all the application systems. | Medium | 2020/21 | Report on the results of the scheduled testing of key infrastructure recovery abilities. |
| Strategic risk | Susceptibility of municipal staff and councillors to engage in fraud and corruption. | • Code of Conduct for Municipal Staff Members<br>• Code of Conduct for Councillors<br>• Code of Ethics for Municipal Staff<br>• Policies (SCM, Contract Management, Asset Management, Administration of Immovable Property, Fraud Prevention and Anti-Corruption, Budget, Virement, Delegations of Powers and Duties) | Medium | 2020/21 | Continuous monitoring of current controls. |

| Strategic Risks 2020/21 | | | | | |
|---|---|---|---|---|---|
| **Risk Level** | **Risk Description** | **Current Controls** | **Residual Risk** | **Financial Year** | **Risk Actions** |
| | | • Supervisory checks and reviews<br>• Separation of duties and authorities<br>• Human Resource Management (pre-employment screening, orientation, etc.)<br>• Internal and external audits<br>• Council oversight over budget spending<br>• Councillor orientation<br>• CCTV<br>• Internal Audit and oversight structures<br>• MFMA regulations | | | |
| Strategic risk | Affordability of municipal services | • Periodic assurance on revenue processes.<br>• Public consultations (OMAF, Budget public participation, Ward Committee meetings).<br>• Monthly monitoring of collection rate (NT norms ratios)<br>• Monthly/ quarterly monitoring reports (sec 71 and 54 reports)<br>• Monthly monitoring of number of indigent households.<br>• Tariffs aligned to the cost of services and inflation | Medium | 2020/21 | • Assess the impact of the various protest actions in respect of inherent causes to compare the relationship (if any) to the affordability of municipal services.<br>• Report on any complaints with regards to the approved tariffs.<br>• Report on collection rate. |

**TABLE 43: 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 | 08 October 2020 | Yes | The Committee considered and noted all Risk Management reports tabled for deliberation. |
| Fraud and Risk Management Committee | 28 January 2021 | Yes | The Committee considered and noted all Risk Management reports tabled for deliberation. |
| Fraud and Risk Management Committee | 23 April 2021 | Yes | The Committee considered and noted all Risk Management reports tabled for deliberation. |
| Fraud and Risk Management Committee | 28 June 2021 | Yes | The Committee considered and noted all Risk Management reports tabled for deliberation. |

**TABLE 44: RISK MANAGEMENT COMMITTEE MEETINGS HELD DURING THE 2020/21 FINANCIAL YEAR**

**The following Risk Management documents have been approved by Council:**

No new risk management documents were approved during the 2020/21 financial year.

| 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 |
| 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 45: RISK MANAGEMENT DOCUMENTS**

## 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 2020/21.

| Name of strategy | Developed Yes/No | Date Adopted |
|---|---|---|
| Fraud Prevention and Anti-Corruption Strategy | Yes | 24 June 2020 |

**TABLE 46: STRATEGIES**

### b) Implementation of Strategies

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

**TABLE 47: 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 2020 – 30 June 2021 the Joint Audit and Performance Audit Committee held seven (7) meetings and consisted of the members listed in the table below. One member's (Mr. M

Mdludlu) term as the member of the Joint Audit and Performance Audit Committee expired on 30 November 2020. The Joint Audit and Performance Audit Committee also attended two (2) Audit Steering Committee meetings.

| Name of representative | Capacity | Meeting dates |
|---|---|---|
| Mr. B Van Staaden | Chairperson | 25 August 2020<br>27 October 2020<br>23 November 2020 (Audit Steering Committee)<br>18 February 2021 (Audit Steering Committee)<br>24 February 2021<br>28 April 2021<br>25 May 2021 (special meeting)<br>26 May 2021 (special meeting)<br>18 June 2021 |
| Mr. RI Kingwill | Member | |
| Mr M. Mdludlu | Member<br>(Term of office expired on 30 November 2020) | |
| Mr. G Serfontein | Member | |
| Ms. M Koekemoer | Member | |

**TABLE 48: 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 2020 – 30 June 2021 the Joint Audit and Performance Audit Committee held seven (7) meetings and consisted of the members listed in the table below. One member's (Mr. M Mdludlu) term as the member of the Joint Audit and Performance Audit Committee expired on 30

November 2020. The Joint Audit and Performance Audit Committee also attended two (2) Audit Steering Committee meetings.

| Name of representative | Capacity | Meeting dates |
|---|---|---|
| Mr. B Van Staaden | Chairperson | 25 August 2020<br>27 October 2020<br>23 November 2020 (Audit Steering Committee)<br>18 February 2021 (Audit Steering Committee)<br>24 February 2021<br>28 April 2021<br>25 May 2021 (special meeting)<br>26 May 2021 (special meeting)<br>18 June 2021 |
| Mr. RI Kingwill | Member | |
| Mr M. Mdludlu | Member<br>(Term of office expired on 30 November 2020) | |
| Mr. G Serfontein | Member | |
| Ms. M Koekemoer | Member | |

**TABLE 49: 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**:

**94.1%** of the Risk Based Audit Plan for 2020/21 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 2020/2021 | | | 200 | 18 June 2021 |
| **Phase 3** | | | | |
| **Audit Engagement** | **Departmental System** | **Detail** | **No of Hours** | **Date completed** |
| Office of the MM | Internal Audit | Updating audit coverage plan | 10 | June 2020 |
| | Municipal Manager | Governance Review | 60 | June 2021 |
| | Risk Management | Risk Management Process | 124 | April 2021 |
| | | Combined Assurance 1 | 80 | November 2020 |
| | | Combined Assurance 2 | 84 | April 2021 |
| Directorate: Finance | Deputy Director: Finance | 1st Bi-annual Key Control Assessment | 112 | September 2020 |
| | Deputy Director: Finance | 2nd Bi-annual Key Control Assessment | 100 | January 2021 |
| | Financial Services Finance | Division of Revenue Act (DORA) Audit 2020/2021 | 120 | April 2021 |
| | Deputy Director: Finance | mSCOA (Implementation Review) | 264 | February 2021 |
| Directorate: Management Services | Management Services | Pre-determined objectives (4th Quarter: 2019/20) | 92 | July 2020 |
| | Management Services | Pre-determined objectives (1st Quarter: 2020/2021) | 48 | November 2020 |
| | Management Services | Pre-determined objectives (2nd Quarter: 2020/2021) | 72 | January 2021 |
| | Management Services | Pre-determined objectives (3rd Quarter: 2020/2021) | 70 | June 2020 |
| | Management Services | Follow-up: Matters struck from the court roll | 120 | April 2021 |
| Infrastructure and Planning | Infrastructure and Planning | Follow-up: Theft and Vandalism (Infrastructure and Planning) | 74 | October 2020 |
| | Infrastructure and Planning | Increase in invasion of alien vegetation | 120 | June 2021 |

| Description | | | No of Hours | Date completed |
|---|---|---|---|---|
| Directorate: Protection Services | Protection Services | Follow-up: Armed robberies (susceptibility of armed robberies at municipal buildings) | 112 | December 2020 |
| Municipal Manager/ Council | JAPAC | Reports of the Joint Audit and Performance Audit Committee (JAPAC) to the Overstrand Municipal Council period 2020/2021 | 40 | June 2021 |
| Ad hoc audits | AGSA request - Auditing in a time of disaster: business processes | | 40 | August 2020 |
| | Special Request/ Investigation: Theft of registration fees for 13 December 2019 and incorrect receipting of fees | | 120 | May 2021 |
| | Ad-hoc Complaints Received *re* Indigent Subsidy Grants | | 120 | June 2021 |
| Joint Audit & Performance Audit Committee | | | 40 | On-going |
| Audit Steering Committee | | | 30 | On-going |
| **Total hours** | | | **2 352** | |

**TABLE 50: 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 2020/21 financial year | 24 June 2020 |
| Number of audits conducted and reported on | 17 |
| **Audit reports included the following key focus areas:** | |
| Key Control Assessments | 2 |
| Internal Controls | 11 |
| Predetermined Audit Objectives & Compliance Audits | 4 |

**TABLE 51: 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 |
| Amendment to the Land Use Planning By – law | 24 June 2020 | Yes | 7 August 2020 |

**TABLE 52: 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 53: 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, a pandemic struck the entire world including Overstrand, in March 2020, the President announced a total lockdown due to Covid-19 also known as Corona virus. Planning is 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 54: COMMUNICATION ACTIVITIES

## a) Service statistics for Communication

| Type of service | 2019/20 | 2020/21 |
|---|---|---|
| Number of monthly municipal newsletters published | 12 per annum | 12 per annum |
| Number of municipal events covered | 27 | 15 |
| Number of media enquiries & press releases issued | 380 | 590 |

TABLE 55: SERVICE STATISTICS FOR COMMUNICATION

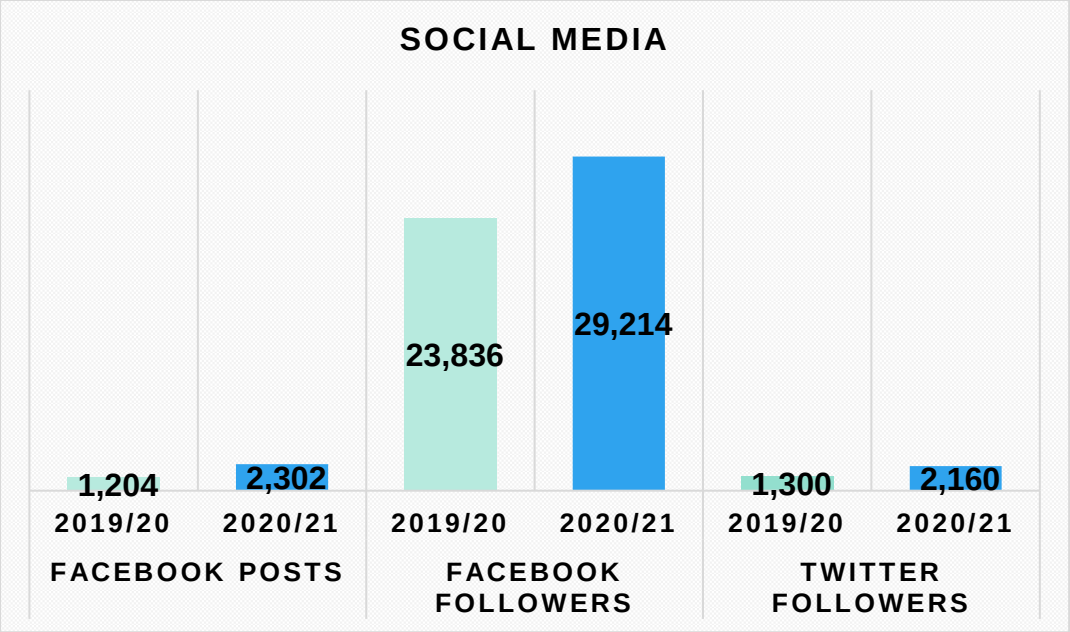



TABLE 56: SOCIAL MEDIA STATISTICS

## 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 2021 (Final) |
| Adjustment budget for 2020/2021 | 1st Adjustment Budget – 19 June 2020<br>2nd Adjustment Budget – 6 October 2021 |
| Monthly Budget Statement | Monthly |
| Budget implementation policy: Tariff policy | Council Meeting 26 May 2021 |
| Budget implementation policy: Credit control policy | Council Meeting 26 May 2021 |
| Budget implementation policy: Valuation By-Law | Council Meeting 26 May 2021 |
| Budget implementation policy: Rates policy | Council Meeting 26 May 2021 |
| Budget implementation policy: SCM policy | Council Meeting 26 May 2021 |
| Annual report for 2019/20 | Audited Final Annual Report for 2019/20 – 26 May 2021 |
| Performance agreements required in terms of section 57 (1) (b) of the Municipal Systems Act for 2020/2021 | 21 June 2020 |
| All quarterly reports tabled in the council in terms of section 52 (d) of the MFMA during 2020/2021 | Quarterly Budget Report published on<br>4 August 2020 (June Report)<br>2 November 2020 (September Report)<br>29 January 2021(December Report)<br><br>SDBIP Quarterly Reports published on<br>29 Oct 2020 (1st) |

| Documents published on the Municipal website | Date Published |
|---|---|
| | 27 Jan 2021 (2nd)<br>28 Apr 2021 (3rd) |

**TABLE 57: WEBSITE CHECKLIST**

### 2.14.1 PUBLIC SATISFACTION ON MUNICIPAL SERVICES

Overstrand Municipality conducted a customer satisfaction survey in the 2012/13 financial year to measure the satisfaction of residents with core municipal services as well as with overall service delivery. Most household respondents reported that they were satisfied with the services rendered. The survey was done amongst households and 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 the Covid-19 pandemic. A date to conduct the survey has not yet been determined as the country is still in lockdown. Depending on the Covid-19 status in 2022 the survey is planned for the first quarter in 2022.

## 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 2020/21 financial year:

| Bid Specification Committee | Bid Evaluation Committee | Bid Adjudication Committee |
|---|---|---|
| 118 | 64 | 32 |

**TABLE 58: 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 59: 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 60: 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 | 94% |
| Director: Management Services | 100% |
| Director: Protection Services | 91% |
| Director: Infrastructure & Planning Services | 94% |
| Director: Economic and Social Development & Tourism | 78% |
| Deputy Director Finance & SCM | 100% |

**TABLE 61: 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 |
|---|---|---|---|---|
| **SC2098/2020** | 29-Sep-20 | Supply & delivery of Printing Paper, Ink Toners, Cartridges and Ribbons for a contract period ending 30 June 2023 | Kengisa (Pty) Ltd.<br>Acorn Technology (Pty) Ltd.<br>UMN Communications CC | R 7 119 087,18 |
| **SC2070/2020** | 31-Jul-20 | Construction of Industrial Business Hub, Hawston | Masete Nong Construction CC | R 4 966 515,13 |
| **SC2139/2020** | 05-Mar-21 | Supply & Delivery of Bitumen Products for a contract period ending 30 June 2023 | Colas South Africa (Pty) Ltd<br>Memotek Trading CC<br>Dense Seal (Pty) Ltd<br>TTR Events & Supplies (Pty) Ltd | R 4 669 000,00 |
| **SC2145/2020** | 21-Jun-21 | Provision of Water & Electricity Meter Reading Services | Motla Consulting Engineers (Pty) Ltd<br>Wapipa Construction (Pty) Ltd | R 4 667 508,44 |
| **SC2104/2020** | 29-Sep-20 | Construction of the Bulk Infrastructure in Maskhane, Site B, Gansbaai | Zelpy 1117 CC t/a Amandla Asphalt | R 3 873 613,43 |
| **SC2087/2020** | 14-Dec-20 | Provision of Cleaning Services for the Gansbaai / Stanford Areas | Black Thari Cleaning & Contractor Trading (Pty) Ltd<br>N & N Construction (Pty) Ltd<br>Magatyeni Cleaning Services and Projects (Pty) Ltd | R 3 501 576,82 |
| **SC2068/2020** | 26-Oct-20 | Upgrade of Stormwater Systems in Hangklip Area | Ohlson Civil and Building Contractors (Pty) Ltd | R 3 381 000,00 |
| **SC2106/2020** | 26-Oct-20 | Construction of Sewage Pump Station in Masakhane Housing Site B | Benver Civils & Plant Hire (Pty) Ltd | R 3 214 758,02 |
| **SC2103/2020** | 29-Sep-20 | Construction of Bulk Stormwater Infrastructure in Stanford | SR Civil Contractors (Pty) Ltd | R 3 001 686,88 |
| **SC2120/2020** | 13-Nov-20 | Life Guard Services in the Overstrand Area for a contract period ending 30 June 2022 | Overstrand Community Lifeguard Services (Pty) Ltd | R 2 690 135,00 |

**TABLE 62: 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 |
|---|---|---|---|
| **SC2134/2020** | Reseal, Upgrading and Rehabilitation of Roads in Overstrand for a contract period ending 30 June 2023 | Community Services: Operational Services | R 78 269 012,65 |
| **SC2214/2021** | Transversal Term Contract No. RT46-2006: Appointment of Contractors for the Provision of Fleet Management Services to the State for a period of 5 years - 1 April 2021 to 31 March 2026 | Community Services: Operational Services | R 72 822 736,91 |
| **SC2108/2020** | Replacement of Waterpipes, Rooi-Els to Hermanus | Infrastructure & Planning: Engineering Planning | R 23 615 720,98 |
| **SC2188/2021** | Underwriting and Management of Short-Term Insurance Portfolio for a contract period ending 30 June 2024 | Finance: Assets and Expenditure | R 14 991 901,40 |
| **SC2044/2019** | Provision of Cleaning Services for the Greater Hermanus and Kleinmond Areas | Community Services: Area Management | R 14 533 203,24 |
| **SC2099/2020** | Supply & Delivery of Electrical Items for a contract period ending 30 June 2023 | Finance: Supply Chain Management Logistics | R 13 088 031,87 |
| **SC2107/2020** | Construction of New Sewers, Zwelihle | Infrastructure and Planning: Engineering Planning | R 12 992 436,12 |
| **SC2071/2020** | Lease, management, maintenance and sub-lease of 34 of the Market Square stalls and the upkeep of the ablution facilities situated on a portion of Erf 832 and a portion of Erf 249 Hermanus for a contract period of 9 (nine) years and 11 (eleven) months. | Infrastructure and Planning: Property Administration | R 11 096 678,28 |
| **SC2132/2020** | Supply & Delivery of Construction Material for a contract period ending 30 June 2023 | Community Services: Operational Services | R 10 560 450,00 |
| **SC2097/2020** | Supply, Delivery of Plumbing Materials, Manholes, Plumbing Tools, Plastic Toilet Doors and Irrigation Items for a contract period ending 30 June 2023 | Finance: Supply Chain Management Logistics | R 10 061 185,72 |
| **SC2027A/2019** | Amendment of Contract No. SC2027/2019: Upgrading of Hawston Sports Grounds | Infrastructure and Planning: Engineering Services | R 1 640 661,40 |
| **SC1675A/2016** | Amendment of Contract: Upgrade, Maintenance and Support of Overstrand Municipality's Radio Frequency Network for a contract period ending 30 June 2023 | Management Services: ICT | R 1 562 253,53 |

| Bid number | Title of bid | Directorate and section | Value of bid awarded |
|---|---|---|---|
| **SC2044/2019** | Provision of Cleaning Services for the Greater Hermanus and Kleinmond Areas | Community Services | R 1 391 758,76 |
| **SC2060A/2019** | Amendment of Contract No. SC2060/2019: Construction of a Material Recovery Facility, a public drop-off and a garden waste chipping area in Hermanus | Infrastructure and Planning: Solid Waste Planning | R 1 151 261,67 |
| **SC1701C/2016** | Amendment of Contract No. SC1701/2016: Provision of Software and Website for Onrus Caravan Park / Camping Reservations | Community Services: Area Management | R 613 869,25 |

**TABLE 63: AWARDS MADE BY THE ACCOUNTING OFFICER**

### d) Appeals Lodged by Aggrieved Bidders

| Tender No | Description | Awarded to | Complainant | Date received | Outcome | Outcome Date |
|---|---|---|---|---|---|---|
| SC2055/2019 | Supply & Delivery of Uniforms and Human Protective Clothing for Fire & Rescue and Disaster Management for a contract period ending 30 June 2023 | J & H Protective Clothing (Pty) Ltd | Blackbird Trading 450 CC | 2020/10/13 | Appeal dismissed | 2021/01/27 |
| SC2108/2019 | Replacement of Waterpipes, Rooi-Els to Hermanus | WBHO Construction (Pty) Ltd | Martin & East (Pty) Ltd | 2020/12/30 | Appeal dismissed | 2021/02/19 |

**TABLE 64: 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 | 27 | 6,26 | 5 544 149,22 | 18,04 |
| Clause 36(1)(a)(ii)- Sole Supplier | 12 | 2,78 | 1 517 896,99 | 4,94 |
| Clause 36(1)(a)(iii)- Unique arts | - | - | | - |
| Clause 36(1)(a)(v)- Impractical / impossible | 392 | 90,96 | 23 669 975,19 | 77,02 |

| Type of deviation | Number of deviations | % | Value of deviations | Percentage of total deviations value |
|---|---|---|---|---|
| **Total** | **431** | **100,00** | **R30 732 021,41** | **100,00** |

**TABLE 65: 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 | 2 | 0,51 | 7 229,48 | 0,03 |
| Impractical / impossible | 36 | 9,18 | 21 743 608,01 | 92,11 |
| Unskilled Labour (LLPP) | - | - | | - |
| Acquisition of legal services | - | - | | - |
| Advertisements | 327 | 83,42 | 1 721 868,67 | 7,29 |
| Accommodation and travel | - | - | | - |
| Membership and subscription | 11 | 2,81 | 47 776,05 | 0,20 |
| Conferences and workshops | 10 | 2,55 | 54 230,75 | 0,23 |
| Use of couriers | 6 | 1,53 | 31 468,75 | 0,13 |
| Sheriffs of the court | - | - | | - |
| Inadequate procurement planning | - | - | | - |
| **Total** | **392** | **100,00** | **R23 606 181,71** | **100,00** |

**TABLE 66: 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 2021**, the value of stock at the municipal stores amounted to **R9 533 071.90 (R9 091 464.31 in 2019/2020)**

For the **2020/2021** financial year a surplus of **R490.02** was accounted for (**R461.57 in 2019/2020),** as deficits **-R948.98** (**R0.00** in **2019/2020**) and no damaged stock items were reported. Stock to be written off for **2020/2021** financial year of **-R158 716.63** was accounted for **(-R273 228.02** in **2019/2020**).

# CHAPTER 3







This chapter provides an overview of the key service achievements of the municipality that came to fruition during 2020/21 in terms of the deliverables achieved compared to the key performance objectives and indicators in the Integrated Development Plan (IDP). It, furthermore, includes an overview on achievement in 2020/21 compared to actual performance in 2019/20.

## 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 highlights the strategic performance in terms of the municipality's Top Layer Service Delivery Budget Implementation Plan (SDBIP), performance on the National Key Performance Indicators as prescribed in Section 43 of the MSA and an overall summary of performance on municipal services.

# 3.1.3 THE PERFORMANCE SYSTEM FOLLOWED FOR 2020/21

## a) Adoption of a Performance Management Framework

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.

## b) The IDP and the Budget

The 3RD review and an amendment of the 5-year IDP (2020/21) and the budget for 2020/21 were approved by Council on 27 May 2020. 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 2020/21 IDP Review and an amendment the Vision, Mission and Strategic goals of the Municipality remained unchanged. The IDP amendment was due to the reviewed Spatial Development Framework (SDF) as well as the the new strategic directions of Provincial and National Government for their 5-year term of office (i.e., 2019-2024).

**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 2020/21 IDP REVIEW AND AMENDMENT)**

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

The SDBIP is a layered plan comprising a Top Layer SDBIP and Departmental SDBIP.

The organisational performance is evaluated by means of a municipal scorecard (Top Layer SDBIP) at organisational level and on operational level through the departmental 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 2020/21 financial year was approved by the Executive Mayor on 9 June 2020.

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

The municipal scorecard (Top Layer SDBIP) consolidates 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. The Top Layer SDBIP is a public document that comprises quarterly, high-level service delivery targets.

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):

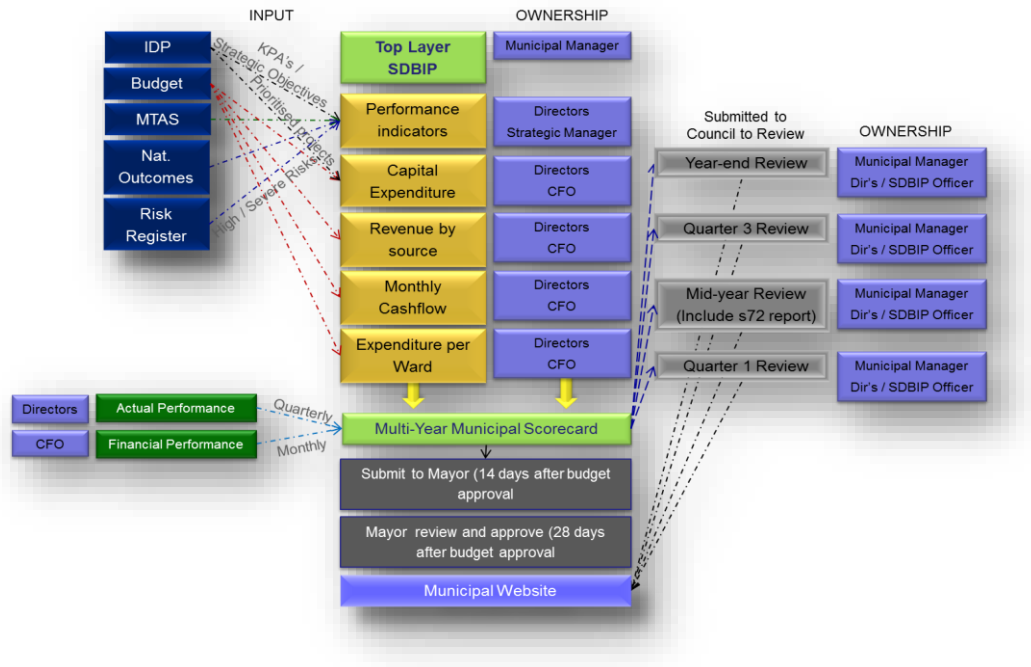



**FIGURE 8: ESTABLISHMENT, COMPONENTS AND REVIEW OF THE TOP LAYER SDBIP**

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 Evidence (POE's) for reporting and auditing purposes.

## e) 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

### a) Organisational Performance

The organisational performance/strategic performance is monitored and evaluated via the Top layer SDBIP, and the performance process can be summarised as follows**:**

- The Top Layer SDBIP was approved by the Executive Mayor on 9 June 2020 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 28th of October 2020 and the second quarterly report submitted on the 27th of January 2021. The third quarter report was submitted to Council on the 28th of April 2021 and the 4th quarter report was submitted on the 28th of July 2021.
- The Quarterly SDBIP performance reports are also submitted to the Joint Audit and Performance Audit Committee (JAPAC). The quarterly reports were submitted to the JAPAC on the 27th of October 2020, 24th of February 2021 and the 28th of April 2021.
- Internal Audit Services performed quarterly PDO audits on the quarterly SDBIP reports during the 2020/21 financial year.

### 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 2020/2021 financial year were signed on 15 June 2020 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 2020: Formal evaluations took place on 23 October 2020. Period ending 31 December 2020: Formal evaluations took place 19 February 2021.

The appraisals were 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 Joint Audit and Performance Audit Committee
- Municipal manager from another municipality.
- A Ward committee member.

Other municipal personnel:

Individual Performance Management has been rolled-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) was submitted to the Human Resource department as per the Performance Management Calendar. The web based Ignite Performance Management System has been upgraded to a new version during the month of June 2021. Virtual training sessions were held with the System Administrators and system users. Follow up sessions for training will be arranged when needed. A copy of the Training Manual was uploaded onto our intraweb in August 2021 for use by municipal staff members.

## 3.2 INTRODUCTION TO STRATEGIC PERFORMANCE FOR 2020/21

### 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 Integrated Development Pan (IDP) outcomes. This section should provide an overview on the strategic achievement of a municipality in terms of the strategic intent and deliverables achieved as stated in the IDP. The Top Layer (strategic) SDBIP is the municipality's strategic plan and shows the strategic alignment between the different documents. (IDP, Budget and Performance Agreements)

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

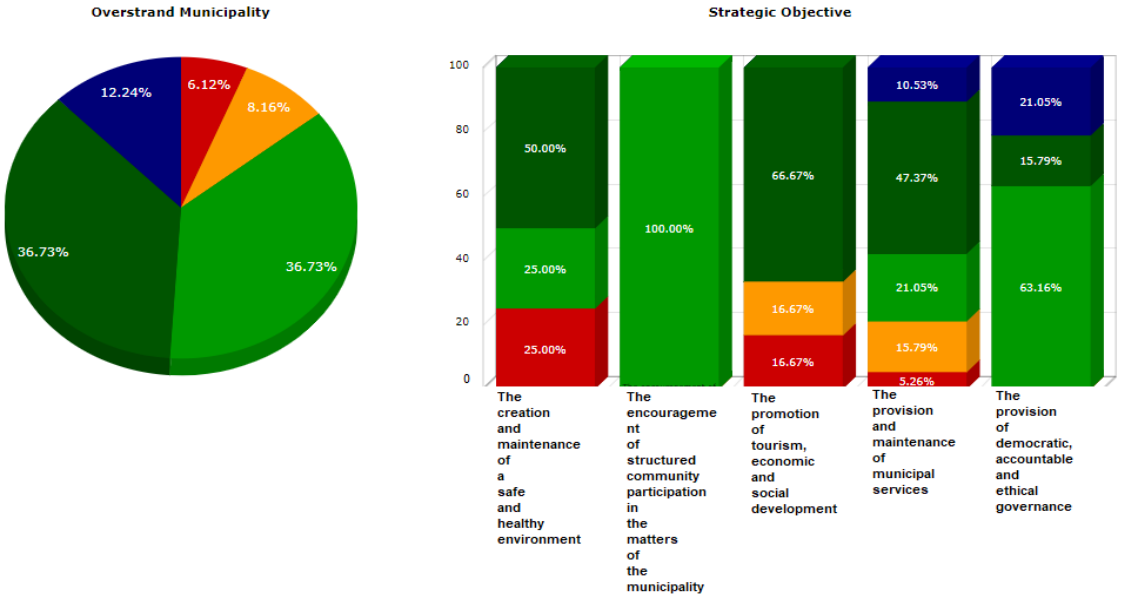
The following table explains the method by which the overall assessment of actual performance against targets set for the key performance indicators (kpi's) of the SDBIP is measured:

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

**FIGURE 9: SDBIP MEASUREMENT CATEGORIES**

*Note: The system descriptions for the Top layer (TL) kpi's are 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 strategic performance in terms of the Municipality's Top Layer Service Delivery Budget Implementation Plan (SDBIP), per Strategic objective for 2020/21**




| Overstrand Municipality | | Strategic Objective | | | | |
|---|---|---|---|---|---|---|
| | | The creation and maintenance of a safe and healthy environment | The encouragement of structured community participation in the matters of the municipality | The promotion of tourism, economic and social development | The provision and maintenance of municipal services | The provision of democratic, accountable and ethical governance |
| Not Met | 3 (6.12%) | 1 (25.00%) | - | 1 (16.67%) | 1 (5.26%) | - |
| Almost Met | 4 (8.16%) | - | - | 1 (16.67%) | 3 (15.79%) | - |
| Met | 18 (36.73%) | 1 (25.00%) | 1 (100.00%) | - | 4 (21.05%) | 12 (63.16%) |
| Well Met | 18 (36.73%) | 2 (50.00%) | - | 4 (66.67%) | 9 (47.37%) | 3 (15.79%) |
| Extremely Well Met | 6 (12.24%) | - | - | - | 2 (10.53%) | 4 (21.05%) |
| Total: | 49* | 4 | 1 | 6 | 19 | 19 |
| | 100% | 8.16% | 2.04% | 12.24% | 38.78% | 38.78% |

FIGURE 10: OVERALL STRATEGIC PERFORMANCE PER STRATEGIC OBJECTIVE

Overall, the municipality met 42 (86%) of a total number of 49 Top Layer key performance indicators (KPIs) for the period 01 July 2020 – 30 June 2021. 4 (8.16%) of KPIs were almost met and 3 (6.12%) of the indicators were not met.

## 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*".

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | 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 | 4 | 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 | 7.62 | 0 | 0 | 0 | 3 | 3 | **6.27** | 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 | Ratio achieved | All | 25.06 | 0 | 0 | 0 | 15 | 15 | **23.56** | B | Target extremely well met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| | | payments due within the year) (MPPMR 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 | 12.33% | 0.00 % | 0.00 % | 0.00 % | 14.00% | 14.00% | **11.37%** | B | Target extremely well met |
| TL16 | The provision of democratic, accountable and ethical governance | Financial statements submitted to the Auditor General by 31 October 2020 due to extension granted in terms of GG 43582. | Financial statements submitted | All | 1 | 0 | 1 | 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 2020 | 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 divided by the budget | % of the training budget spent on implementation of the WSP | All | 84.54% | 20.00% | 40.00% | 60.00% | 100.00% | 100.00 % | **100.00 %** | G | Target met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| | | 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 2021 | 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 2021 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 | 90.64% | 92.00% | 92.00% | 92.00% | 92.00% | 92.00% | **92.08%** | G2 | Target well met |
| 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 | 71 | 70 | 70 | 70 | 70 | 70 | **71** | G2 | Target well met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| TL39 | The provision of democratic, accountable and ethical governance | Achieve a debt recovery rate not less than 80% (Receipts/total billed for the 12-month period x 100) | % Recovered | All | 97.10% | 80.00% | 80.00% | 80.00% | 80.00% | 80.00% | **100,15 %** | G 2 | 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 2020 | 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 | 5 | 1 | 1 | 1 | 1 | 4 | **7** | B | Target extremely 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 2020 to be completed by Sept 2020 and current period October to December 2020 to be completed by February 2021. | Number of appraisals | All | 12 | 6 | 0 | 6 | 0 | 12 | **12** | G | Target met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| TL44 | The provision of democratic, accountable and ethical governance | 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 | All | 1 | 0 | 1 | 0 | 0 | 1 | **1** | G | Target met |
| TL47 | The provision of democratic, accountable and ethical governance | Submit the final Annual report and oversight report to Council before 31 May 2021 due to extension granted in terms of GG 43582 | Final Annual report and oversight report submitted | All | 1 | 0 | 0 | 0 | 1 | 1 | **1** | G | Target met |
| TL48 | The provision of democratic, accountable and ethical governance | Prepare the final IDP for submission to Council by the end of May 2021 | Final IDP submitted | All | 1 | 0 | 0 | 0 | 1 | 1 | **1** | G | Target met |
| TL49 | The provision of democratic, accountable and ethical governance | Submit the Final MTREF budget by the end of May 2021 | Final Budget submitted | All | 1 | 0 | 0 | 0 | 1 | 1 | **1** | G | Target met |

**TABLE 67: 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*".

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| TL6 | The encouragement of structured community participation in the matters of the municipality | Ward committee meetings held to facilitate consistent and regular communication with residents | Number of ward committee meetings per annum | All | 77 | 13 | 13 | 26 | 26 | 78 | **78** | G | Target met |

**TABLE 68: 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*".

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | 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 2020 | 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 2021 in conjuction with the Department of Community Safety | Plan reviewed | All | 0 | 0 | 0 | 0 | 1 | 1 | **0** | R | Target not met. KPI carried over to the 2021/2022 SDBIP. The plan will be reviewed by or before end June 2022, Covid-19 Reg |
| TL27 | The creation and maintenance of a safe and healthy environment | Arrange public awareness sessions on Protection Services | Number of sessions held | All | 103 | 15 | 22 | 32 | 31 | 100 | **103** | G2 | Target well met |
| TL28 | The creation and maintenance of a safe and healthy environment | Collect R16,500,000 Public Safety Income by 30 June 2021 (Actual revenue, excluding the fine | R-value of public safety collected income | All | R17 347 607.03 | R4 125 000 | R4 125 000 | R4 125 000 | R4 125 000 | R16 500 000 | **R19 716 064.01** | G2 | Target well met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| | | impairment amount) | | | | | | | | | | | |

**TABLE 69: 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*".

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| 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 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 | All | 4 | 1 | 1 | 1 | 1 | 4 | **3** | O | Target almost met. The delay in submission of the Quarterly Report was caused by the disruptions in the operations due to Covid-19 arrangement applicable during that period. . |
| 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 2020 | Number of schedules submitted | All | 1 | 1 | 0 | 0 | 0 | 1 | **0** | R | Target not met. Approvals can only be obtained once Covid-19 restrictions on gatherings have been eased. |
| TL10 | The promotion of tourism, economic and social development | Support 120 SMME's in terms of the SMME Development Programme by 30 June 2021 | Number of SMME's supported | All | 160 | 0 | 60 | 0 | 60 | 120 | **172** | G2 | Target well met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| 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 | 28 | 3 | 3 | 3 | 3 | 12 | **13** | G2 | Target 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 1018 work opportunities) (MPPMR Reg 10 (d)) | Number of temporary jobs created | All | 1 060 | 0 | 578 | 210 | 230 | 1 018 | **1 238** | 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 2021 | Number of Emerging Contractors supported | All | 61 | 0 | 25 | 0 | 25 | 50 | **65** | G2 | Target well met |

**TABLE 70: TOP LAYER SDBIP - THE PROMOTION OF TOURISM, ECONOMIC AND SOCIAL DEVELOPMENT**

## e) Top Layer SDBIP – Basic Service Delivery

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

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| TL1 | The provision and maintenance of municipal services | 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) | All | 98.49% | 20.00% | 50.00% | 75.00 % | 98.00 % | 98.00 % | **100.00%** | 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 | 104 952 | 0 | 15 000 | 65 000 | 106 000 | 106 000 | **105 067** | O | Target almost met. Multi year contract. Contractor to start in July 2021. |
| TL3 | The provision and maintenance of municipal services | Quality of effluent comply 90% with general or special limit in terms of the Water Act (Act 36 of 1998) | % compliance | All | 86.34% | 90.00% | 90.00% | 90.00 % | 90.00 % | 90.00 % | **79.16%** | O | Target almost met. The Pearly Beach WWTW's process design (oxidation ponds) is of such a nature that it cannot comply fully with the General Standards. Feasibility studies for the refurbishment and upgrade of the Kleinmond and Hawston WWTW's have been completed. Budgetary provision are being be made for upgrades at these plants. |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| TL4 | The provision and maintenance of municipal services | Quality of potable water comply 95% with SANS 241 | % compliance with SANS 241 | All | 98.45% | 95.00% | 95.00% | 95.00 % | 95.00 % | 95.00 % | **98.83%** | 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 | 23.04% | 0.00 % | 0.00 % | 0.00% | 19.00 % | 19.00 % | **28.26%** | R | Target not met. Reduction in Operational Losses, pipe and meter replacements. |
| 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 | 6.02% | 0.00 % | 0.00 % | 0.00% | 7.50% | 7.50% | **7.35%** | B | Target extremely well 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 |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| 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 | 317 | 0 | 0 | 0 | 300 | 300 | **341** | 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 | 29 946 | 0 | 0 | 0 | 29 946 | 29 946 | **30 111** | G2 | 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 | 33 366 | 0 | 0 | 0 | 33 366 | 33 366 | **33 895** | G2 | Target well met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| 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 | 53 | 0 | 0 | 0 | 52 | 52 | **52** | G | Target 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 | 21 546 | 0 | 0 | 0 | 21 332 | 21 332 | **21 914** | G2 | 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 | 7 595 | 7 750 | 7 750 | 7 750 | 7 750 | 7 750 | **7 278** | B | Target extremely well met. |
| TL35 | The provision and maintenance of municipal services | Percentage of a municipality's capital budget actually spent on capital projects identified for | % of the capital budget spent | All | 76.53% | 5.00 % | 20.00% | 55.00 % | 95.00 % | 95.00 % | **90.97%** | O | Target almost met. Diligent implementation and reporting on the DMP at all TMT |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| | | 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)X100} (MPPMR Reg 10 (c)) | | | | | | | | | | | meetings (June 2021) |
| 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 | 885 | 0 | 0 | 0 | 930 | 930 | **934** | G2 | Target well met |
| 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 | 30 060 | 0 | 0 | 0 | 30 060 | 30 060 | **30 420** | G2 | Target well met |
| TL38 | The provision and maintenance of municipa | 100% of the Municipal Infrastructure Grant (MIG) spent by 30 June 2021 (Actual MIG | % expenditure of allocated MIG funds | All | 77.00% | 5.00 % | 40.00% | 62.40 % | 100.00 % | 100.00 % | **100.00%** | G | Target met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Target | | | | | Actual | R | Corrective Measures |
| | | | | | | Q1 | Q2 | Q3 | Q4 | Annual Target | | | |
| | l services | expenditure/Allocation received) | | | | | | | | | | | |
| TL45 | 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 | 104 | 0 | 0 | 0 | 80 | 80 | **80** | G | Target met |
| TL46 | 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 | 137 | 0 | 0 | 0 | 105 | 105 | **139** | G2 | Target well met |

**TABLE 71: 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 (2020/2021) | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Contract name** | **Supplier name** | **Type of services rendered** | **Term of contract (in Years)** | **Performance area** | **Average rating (2019/20) (1-5)** | **Comment and/or corrective action when under performed** | **Average rating (2020/21) (1-5)** | **Comment and/or corrective action when under performed** |
| **INFRASTRUCTURE & PLANNING** | | | | | | | | |
| 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 Drop-off | 13 | Social Responsibility | 2 | Satisfactory | 3 | Satisfactory |
| | | | | Economic Development | 2 | Satisfactory | 3 | Satisfactory |
| | | | | Completion within Budget | 3 | Satisfactory | 3 | Satisfactory |
| | | | | Compliance with Technical Specifications | 2 | Satisfactory | 3 | Satisfactory |
| | | | | Compliance with Health and Safety Specifications | 3 | Satisfactory | 3 | Satisfactory |
| | | | | Compliance with Programme | 3 | Satisfactory | 3 | Satisfactory |
| Water and Wastewater 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 | 2 | Satisfactory | 4 | Good work done |
| | | | | Completion within Budget | 3 | Satisfactory | 3 | Satisfactory |
| | | | | Compliance with Health & Safety Specifications | 3 | Satisfactory | 3 | Satisfactory |
| | | | | Compliance with Technical Specifications | 3 | Satisfactory | 3 | Satisfactory |
| | | | | Compliance within Programme | 3 | Satisfactory | 3 | Satisfactory |
| | | | | Social Responsibility | 2 | Satisfactory | 3 | Satisfactory |

**TABLE 72: 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 (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** |
| Supply and Delivery of Seedlings for Community Gardens | Bandakhanya (Pty) Ltd | Supply and Delivery of Seedlings | 1 Month | Time, Cost, Quality | 3 | Satisfactory |

**TABLE 73: SERVICE PROVIDER PERFORMANCE- ECONOMIC & SOCIAL DEVELOPMENT AND TOURISM SERVICES**

## iii. Financial Services

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 and Business Bank | External Loan Finance | 15.0 | Interest rate | 3 | As per interest rate agreed |
| Receiver Agreement | Pay at Service (Pty) Ltd | 3rd Party Collector | 13.7 | Timeously Deposit of Collection | 2.50 | Satisfactory |
| Core Financial Business System | Bytes Universal Systems, a Div of Altron TMT (Pty) Ltd | Financial System | 6.0 | Deliver Financial System Services within agreed time, Cost and Quality | 1 | Not all issues on production system have been solved in time. Cims reports distributed weekly for attention |
| Human Resources Management and Payroll Business System | Payday Software Systems (Pty) Ltd | Human Resources Management and Payroll Business Sy | 6.0 | Human Resources Management and Payroll Business System | 3.00 | Satisfactory |
| Provision of Meter Reading Software for Mobile Devices for a contract period ending 30 june 2021 | Metermo (Pty) Ltd | Provision of Meter Reading Software | 3.0 | Provision of Meter Reading Software for Mobile Devices | 3.00 | Satisfactory |
| Provision of water and electricity meter reading services for a | Arendse RW | Reading of meters on a monthly basis | 3.0 | Reading of meters on a monthly basis | 3.00 | Fair |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| contract period ending 30 June 2021 | | | | | | |
| Provision of water and electricity meter reading services for a contract period ending 30 June 2021 | Simanyene Holdings (Pty) Ltd | Reading of meters | 3.0 | Reading of meters on a monthly basis | 3.00 | Fine |
| 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 | 3.0 | Provision of water and electricity meter readings on a monthly basis | 2.00 | Supplier "Resigned" |
| 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 | 3.0 | Provision of monthly water and electricity meter readings | 2.00 | Meters Read In Time |
| 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 | 3.0 | Monthly meter readings | 2.00 | Complete On Time |
| Provision of on-line electronic searches and verification of information for a contrcat period ending 30 June 2021 | Lexisnexis Risk Management (Pty) Ltd | On-line electronic searches and verification | 3.0 | Accuracy of invoices | 2.25 | Windeed Invoices Accurate |
| | | | | On-line link to deeds office | 3.00 | Satisfactory |
| Management of the short-term insurance portfolio of the Overstrand municipality for a contract periof ending 30 June 2021 | AON South Africa | Management of short-term insurance portfolio | 3.0 | Annual renewal & placement of the municipality's insurance portfolio, effective from 01/07/2019 & 01/01/2020 respectively | 3.00 | As from 1 July 2019 Aon placed the insurance cover with guardrisk as Lion of Africa withdrew from the market and Guardrisk is currently the only underwriter with an appetite to cover municipal risk. The placement of the Portfolio as from 01 July 2020 has been completed |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| | | | | Capacity building - training of municipal staff and active skills transfer. | 3.00 | No training scheduled for June 2021 |
| | | | | Claims administration - submit monthly updated reports in respect of insurance claims submitted, indicating the status of each claim. | 3.00 | Schedule for june 2021 received on 06/07/2021 |
| | | | | Placement of municipality's insurance portfolio with effect from 01/07/2018 | 3.00 | Satisfactory |
| Provision of transit of monies for a contract period ending 30 June 2021 | Fidelity Cash Solutions (Pty) Ltd | Transit of Monies | 3.0 | Transit of Monies | 3.00 | 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 cleaning materials | 2.9 | Time, Cost & Quality | 3.00 | Reviewed Satisfactory |
| 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 cleaning materials | 2.9 | 2018/2019 Economic development target. 20% of purchases must be made in the Overstrand area. Target date 30 April 2019. | 3.00 | Supplier has proven that 38% of purchases was made local in the milestone period. 01 september 2018 to 30 april 2019. Supplier therefore performed well in terms of the special conditions of the contract. |
| | | | | 2019/2020 Economic development target. 35% of purchases must be made in the Overstrand area. Target date 30 April 2020. | 3.00 | Reviewed and found to be in line with conditions as set out in tender specs = to 35% |
| | | | | 2020/2021 Economic development target. 50% of purchases must be made in the | 3.00 | Satisfactory |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| | | | | Overstrand area. Target date 30 April 2021. | | |
| | | | | Time, cost & quality | 3.00 | 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 cleaning materials | 2.9 | Time, Cost & Quality | 3.00 | 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 cleaning materials | 2.9 | Time, Cost & Quality | 3.00 | Reviewed |
| 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 cleaning materials | 2.9 | Time, Cost & Quality | 3.00 | 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 cleaning materials | 2.9 | Time, Cost & Quality | 3.00 | 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 cleaning materials | 2.9 | 2018/2019 Economic development target. 20% of purchases must be made in the Overstrand area. Target date 30 April 2019. | 3.00 | Contract was terminated with supplier |
| | | | | 2019/2020 Economic development target. 35% of purchases must be made in the Overstrand area. Target date 30 April 2020. | 2.75 | 2018/2019 Economic development target. 55% of purchases must be made in the Overstrand area. Target date 30 April 2020<br><br>Contract was terminated |
| | | | | 2020/2021 Economic development target. 50% of purchases must be made in the | 3.00 | 2020/2021 Economic development target. 50% of purchases must be made in the Overstrand area. Target date 30 April 2021. |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| | | | | Overstrand area. Target date 30 April 2021. | | Contract was terminated. |
| | | | | Time, Cost & Quality | 3.00 | Reviewed |
| Supply and delivery of tissue toilet paper and cleaning materials for a contract period ending 30 June 2021 | Tsch International Holdings (Pty) Ltd | Supply and delivery of tissue toilet paper and cleaning materials | 2.9 | 2018/2019 Economic development target. 20% of purchases must be made in Overstrand area. Target date 30 April 2019 | 3.00 | Satisfactory |
| | | | | 2019/2020 Economic development target. 30% of purchases must be made in Overstrand area. Target date 30 April 2020 | 3.00 | Satisfactory |
| | | | | 2020/2021 Economic development target. 50% of purchases must be made in Overstrand area. Target date 30 April 2021 | 3.00 | Satisfactory |
| | | | | Time, Cost & Quality | 3.00 | 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 products | 2.9 | Time, Cost & Quality | 3.00 | Reviewed |
| 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 products | 2.9 | Time, Cost & Quality | 3.00 | Reviewed |
| 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 products | 2.9 | Time, Cost & Quality | 3.00 | Reviewed |
| Supply and delivery of wheelie binds, hardware products and | PTA Agencies (Pty) Ltd | Supply and delivery of wheelie binds, hardware products | 2.9 | Time, Cost & Quality | 3.00 | Reviewed |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| lubricant products for a contract period ending 30 June 2021 | | | | | | |
| 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 products | 2.9 | Time, Cost & Quality | 3.00 | 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 | 3.00 | 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 | 3.00 | 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 | 3.00 | Complete On Time |
| Cm audit process review | Bavaria Safety Footwear (Pty) Ltd | Safety shoes | 2.2 | Time, Cost, & Quality | 3.00 | Satisfactory |
| 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 | 3.0 | Provision and administration of prepaid electricity | 3.00 | Fair |
| Provision of banking services for a contract period ending 30 June 2024 | Nedbank Limited | Banking services | 5.0 | Providing banking services | 2.67 | July, we still had the same problems with the credit card machines. It takes nedbank months to follow up on a transaction that did not bank and that after we gave them all the information. We are sending emails to Schalk, Werner, Karin and even |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| | | | | | | Spoken to their Regional Manager for Merchant Services, to no avail.<br><br>June - due to load shedding we had problems with the credit card machines not banking. Still 2 transactions outstanding form February 2020. Numerous emails send to Schalk and Werner.<br><br>April - due to lockdown communication with bank was at a minimum for April.<br><br>March -problems with credit card machines still not resolved. Internet banking is not real time and had the problem that the statements weren't ready for downloading. Nedbank is looking into another option for statement downloading. Have send numerous emails to relevant parties and departments. |
| Supply and delivery of printing paper, ink toners, cartridges, and ribbons for a contract period ending 30 June 2023 | UMN Communications CC | Supply and delivery of printing paper, ink toners, | 2.7 | Time Cost & Quality | 2.25 | Reviewed |
| Supply and delivery of printing paper, ink toners, cartridges, and ribbons for a contract period ending 30 June 2023 | Kengisa (Pty) Ltd | Supply and delivery of printing paper, ink toners, | 2.7 | Time Cost & Quality | 2.00 | Reviewed |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 printing paper, ink toners, cartridges, and ribbons for a contract period ending 30 June 2023 | Acorn Technology (Pty) Ltd | Supply and delivery of printing paper, ink toners, | 2.7 | Time Cost & Quality | 3 | Reviewed |
| Supply, delivery of plumbing materials | Universal Trading | Supply and delivery of plumbing products | 0.1 | Time Cost & Quality | 3 | Reviewed |
| Supply, delivery of plumbing materials | Afri Mak (Pty) Ltd | Supply, delivery of plumbing materials | 0.1 | Time Cost & Quality | 3 | Reviewed |
| Supply, delivery of plumbing materials | NRB Piping Systems Inland (Pty) Ltd | Supply, delivery of plumbing materials | 0.1 | Time Cost & Quality | 3 | Reviewed |
| Supply and delivery of electrical products | Emmerencia Construction (Pty) Ltd | Supply and delivery of electrical products | 0.2 | Time Cost & Quality | 3 | Reviewed |
| Supply and delivery of electrical products | Flo Specialized Product Solutions | Supply and delivery of electrical products | 0.2 | Time Cost & Quality | 3 | Reviewed |
| Supply and delivery of electrical products | Obhejane Trading (Pty) Ltd | Supply and delivery of electrical products | 0.2 | Time Cost & Quality | 3 | Reviewed |
| Supply and delivery of electrical products | PH Marketing (Pty) Ltd | Supply and delivery of electrical products | 0.2 | Time Cost & Quality | 3 | Reviewed |
| Supply and delivery of electrical products | Powercomm Solutions (Pty) Ltd | Supply and delivery of electrical products | 0.2 | Time Cost & Quality | 3 | Reviewed |
| Supply & delivery of electrical items for a contract period ending 30 June 2023 | Powercomm Solutions (Pty) Ltd | Electrical items for municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply & delivery of electrical items for a contract period ending 30 June 2023 | Jocastro (Pty) Ltd | Electrical items for municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply & delivery of electrical items for a contract period ending 30 June 2023 | Flo Specialized Product Solutions | Electrical items for municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| | Memotek Trading CC | | 2.5 | Cost | 3 | Reviewed |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 & delivery of electrical items for a contract period ending 30 June 2023 | | Electrical items for municipal stores | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply & delivery of electrical items for a contract period ending 30 June 2023 | VE Management Services (Pty) Ltd | Electrical items for municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply & delivery of electrical items for a contract period ending 30 June 2023 | Techron Distributors Cc | Electrical items for municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply & delivery of electrical items for a contract period ending 30 June 2023 | Greenro Solutions (Pty) Ltd | Electrical items for municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply & delivery of electrical items for a contract period ending 30 June 2023 | Universal Trading | Electrical items for municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply & delivery of electrical items for a contract period ending 30 June 2023 | Top Fiks Suppliers | Electrical items for municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply & delivery of electrical items for a contract period ending 30 June 2023 | Me Global Inc | Electrical items for municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply, delivery of plumbing materials, manholes, Plumbing tools, plastic toiletdoors and irrigation items for a contract Period ending 30 June 2023 | Khusela Amanzi (Pty) Ltd | Plumbing items to municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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, delivery of plumbing materials, manholes, Plumbing tools, plastic toiletdoors and irrigation items for a contract Period ending 30 June 2023 | Gundo Evolution (Pty) Ltd | Plumbing items to municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply, delivery of plumbing materials, manholes, Plumbing tools, plastic toiletdoors and irrigation items for a contract Period ending 30 June 2023 | Universal Trading | Plumbing items to municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply, delivery of plumbing materials, manholes, Plumbing tools, plastic toiletdoors and irrigation items for a contract Period ending 30 June 2023 | The Hardware Co | Plumbing items to municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply, delivery of plumbing materials, manholes, Plumbing tools, plastic toiletdoors and irrigation items for a contract Period ending 30 June 2023 | Top Fiks Suppliers | Plumbing items to municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply, delivery of plumbing materials, manholes, Plumbing tools, plastic toiletdoors and irrigation items for a contract Period ending 30 June 2023 | Elite Investhold (Pty) Ltd | Plumbing items to municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply, delivery of plumbing materials, manholes, Plumbing tools, plastic toiletdoors and irrigation items for a contract | KFC Engineering & Industrial Supplies | Plumbing items to municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| Period ending 30 June 2023 | | | | | | |
| Supply, delivery of plumbing materials, manholes, plumbing tools, plastic toiletdoors and irrigation items for a contract period ending 30 June 2023 | Newport Water Solutions (Pty) Ltd | Plumbing items to municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply, delivery of plumbing materials, manholes, plumbing tools, plastic toiletdoors and irrigation items for a contract period ending 30 June 2023 | Alprene Plastic Products (Pty) Ltd | Plumbing items to municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply, delivery of plumbing materials, manholes, plumbing tools, plastic toiletdoors and irrigation items for a contract period ending 30 June 2023 | Aquaduct Trading | Plumbing items to municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Supply, delivery of plumbing materials, manholes, plumbing tools, plastic toiletdoors and irrigation items for a contract period ending 30 June 2023 | Big Chest (Pty) Ltd | Plumbing items to municipal stores | 2.5 | Cost | 3 | Reviewed |
| | | | | Quality | 3 | Reviewed |
| | | | | Time | 3 | Reviewed |
| Provision of auctioneering services for a contract period ending 30 June 2023 | Ikapa Express Auctioners (Pty) Ltd | Auctioneering services | 2.4 | Successful completion of auction for moveable assets | 3 | No auction held to date |
| Printing and distribution of municipal accounts and newsletters for a contract period ending 30 June 2023 | Bidvest Paperplus a Division of Bidvest Paperplus (Pty) Ltd | Printing and distribution of accounts & newsletter | 2.4 | Printing & distribution of accounts & newsletters on monthly basis | 3 | Fine |
| Disconnection and reconnection of electricity supply and | Spectrum Utility Management (Pty) Ltd | Disconnection and reconnection of services | 2.4 | Disconnection and reconnections of services | 3 | Fine |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| installation and removal of water flow restrictors for a contract period ending 30 June 2023 | | | | | | |
| Supply and delivery of electrical items | Landis and Gyr (Pty) Ltd | Supply and delivery of electrical items | 0.1 | Time, cost & quality | 3 | Completed |

**TABLE 74: SERVICE PROVIDER PERFORMANCE - FINANCIAL SERVICES**

### iv. Management Services

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 | 6.00 | Administration | 3.00 | Compliant |
| | | | | Pro-active support | 3.00 | Compliant |
| | | | | Re-active support | 3.00 | Compliant |
| | | | | Site health management | 3.00 | Compliant |
| | | | | Technical support | 2.75 | Compliant |
| | | | | Training | 3.00 | Compliant |
| | | | | Workflow optimisation | 3.00 | Compliant |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| Software used to manage time and attendance of employess. | Bytes Systems Integration A Division of Altron TMT (Pty) Ltd | Software used to manage time and attendance of EMP | 6.00 | Quality to support services of software | 2.75 | Satisfactory |
| Software used to manage the Integrated Development Plan, the Service Delivery and Budget implementation plan and Individual Performance Management | Ignite Advisory Services | Electronic performance management system | 6.00 | Ignite supplier performance | 3.17 | Complied |
| | | | | Service delivery budget implementation plan | 3.17 | Complied as per SLA |
| SITA - Business agreement | Sita (Pty) Ltd | Business between Overstrand & SITA (procurement) | 5.00 | To consolidate and coordinate the state's information technology resources to achieve cost savings through scale, increase delivery capabilities and enhance interoperability | 3.00 | Satisfied |
| Proposed amendment: upgrade, maintenance and support of overstrand municipality's radio frequency network for a contract periid ending 30 June 2023 | Comsol Networks (Pty) Ltd (Commucation Solutions) | Upgrade, maintenance & support RF network | 5.00 | Upgrade, maintenance & support of rf network | 3.00 | Satisfied with upgrade, maintenance and support of RF network |
| Provision of multi-functional office machines for a contract period ending 30 June 2021 | Evolution Technology Group (Pty) Ltd | Provision of MF office machines | 2.92 | Supply & maintenance of mf office machines | 3.00 | KPI reviewed for december 2019 |
| 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 | 2.92 | Supply & maintenance of mf office machines | 3.00 | Satisfied with supply of machines |
| Provision of multi-functional office machines for a contract period ending 30 June 2021 | Motswako Office Solutions (Pty) Ltd | Provision of MS office machines | 2.92 | Supply & maintenance of mf office machines (plan printer) | 3.00 | Satisfied with supply of plan printers |
| Provision of services to host, maintain, possibly re-design and uprade the website of the Overstrand municipality for a contract period ending 30 June 2022 | Maxitec | Website hosting | 3.00 | Time, quality, cost | 3.00 | Very good and prompt service received. |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| Online subscription for access to legal information for a 12-month period | Lexisnexis (Pty) Ltd - 460160 | Online subscription for access to legal informatio | 1.00 | Online services up and running | 3.00 | Reviewed |
| Translating and editing service for a 12-month period | Groenewald D | Translating and editing service for a 12 month per | 0.95 | Time, cost, quality | 3.00 | Satisfactory |
| Translating and editing service for a 12-month period | Masiqhame Trading 77 CC | Translating and editing service for a 12 month per | 0.95 | Masiqhame Trading 77 CC | 3.00 | Satisfactory |
| Provision of profesional Consultant for the appointment of a municipal manager | Roy Steele And Associates CC | Consultant for appointment of municipal manager | 0.36 | Delivery- finding suitable candidate for municipal manager position | 3.00 | Satisfactory |
| Upgrade, maintenance of digital mobile network and supply of equipment | Altron Nexus (Pty) Ltd | Upgrade, maintenance of digital radio network | 2.11 | Supply of equipment | 3.00 | Satisfied |
| | | | | Upgrade, maintenance of digital radio network | 3.00 | Satisfied |
| MICROSOFT OFFICE 365: migrate, design, install, maintain and train | First Technology Western Cape (Pty) Ltd | MS OFFICE 365 | 2.11 | MS OFFICE - migrate, design, install, maintain & train | 3.00 | Satisfied |
| Training in provision of prescribed burns | NCC Environmental Services | Training prescribed burns | 0.41 | NCC Environmental Services | 3.00 | Satisfied |
| Provision of interpreting and translation services for a 12-month contract period | GROENEWALD D - check DOI & TCS pin on SC 2174/2021 | Provision of interpreting and translation services | 1.00 | Provision of interpreting and translation services for a 12-month contract period | 3.00 | Completed |
| Supply and delivery of golf shirts | Debt Wise Group (Pty) Ltd | Supply and delivery of golf shirts | 0.16 | Time, cost, quality | 3.00 | Satisfactory |
| Demonstrate knowledge and understanding of operating regulations for voltage systems (unit standard 242766) | Devoltage Training Centre CC | Demonstrate knowledge and understanding of operati | 0.08 | Time, cost, quality | 3.00 | Satisfactory |

**TABLE 75: SERVICE PROVIDER PERFORMANCE - MANAGEMENT SERVICES**

## v. Infrastructure and Planning Services

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 | 9.92 | Comply with the conditions of the lease agreement | 2.50 | Lessee keeping to conditions of lease |
| Implementing agent for the housing projects in the Overstrand municipal area | Motlekar Overstrand (M5 Overstrand) | Implementing of housing | 14.18 | Cost of project | 2.75 | Satisfied |
| | | | | Quality control | 2.75 | Satisfied |
| | | | | Timeframe | 2.75 | Satisfied |
| (Buildman) the provision of informantion technology related services and systems. | Water Management Services CC | Licences | 9.00 | All licenses and software versions must be up to date | 3.00 | Satisfactory |
| Amendment of SC1634A/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 | 3.00 | GIS services automated programing and cadastral maintenance | 3.92 | Service was received |
| Re-electrification of Mandela Square, Zwelihle, Hermanus | Ve Reticulation (Pty) Ltd | Re-electrification of Mandela Square in Zwelihle | 3.00 | Local labour & emerging contractors | 2.00 | Satisfactory |
| | | | | Re-electrification of Mandela Square | 2.00 | Satisfactory |
| | | | | Site meetings | 2.00 | Satisfactory |
| | | | | Tax invoices | 2.00 | Satisfactory |
| 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 | 3.00 | Ccompliance with health & safety specifications | 3.00 | Satisfactory work |
| | | | | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 2.83 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Economic development | 3.00 | Satisfactory work |
| | | | | Social responsibility | 3.00 | Satisfactory work |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| 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 drop-off | 13.76 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with health and safety specifications | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 2.92 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Economic development | 3.00 | Satisfactory work |
| | | | | Social responsibility | 3.00 | Satisfactory work |
| Auditing of electricity meters, connections and 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 | 2.44 | Site meetings | 3.00 | Satisfactory |
| | | | | Tax invoices | 3.00 | Satisfactory |
| Installation of sewer reticulation in Kleinmond phase 1 | Venleo Group (Pty) Ltd | Construction of sewer pipelines | 2.48 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with health & safety specifications | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 2.25 | Unsatisfactory work done |
| Water and wastewater bulk works operations and maintenance | Veolia Water Solutions & Technologies South Africa | Operation and maintenance | 15.01 | 4% sub-contracting to local eme's and QSE'S | 3.92 | Good work done |
| | | | | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with health & safety specifications | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Social responsibility | 3.42 | Satisfactory work |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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. | Re-Solve Consulting (Pty) Ltd | Engineering consultants | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | 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. | Ingerop South Africa (Pty) Ltd | Consulting engineering services | 2.92 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Social responsibility | 2.75 | Satisfactory work |
| 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 | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | 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 | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | 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 | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | Not use yet |
| | | | 2.92 | Completion within budget | 3.00 | Satisfactory work |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Social responsibility | 2.33 | Unsatisfactory |
| 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 | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | 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 | 2.92 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | 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. | Geohydrological & Spatial Solutions Inter (Pty) Ltd (Geoss) | Consulting engineering services | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | 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 | 2.92 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Social responsibility | 3.00 | Satisfactory work |
| Appointment of consultants for various engineering and groundwater projects in the Overstrand | Daveng Consulting Engineers | Consulting engineering services | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| municipal area for a contract period ending 30 June 2022. | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 2.92 | 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. | Water And Wastewater Engineering (Pty) Ltd | Consulting engineering services | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | 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. | WEC Consult | Consulting engineering services | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | 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. | Gibb (Pty) Ltd (Arcus Gibb) | Consulting engineering services | 2.92 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Social responsibility | 2.00 | 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. | Delta Built Environment Consultants (Pty) Ltd | Consulting engineering services | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | 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 | 2.92 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 | 3.00 | Satisfactory work |
| 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 | 2.92 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Social responsibility | 3.00 | Satisfactory work |
| 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 | 2.92 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Social responsibility | 2.08 | 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. | HHO Africa | Consulting engineering services | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | 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. | Lukhozi Consulting Engineers (Pty) Ltd | Consulting engineering services | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | 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 | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | Not use yet |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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. | Element Consulting Engineers (Pty) Ltd | Consulting engineering services | 2.92 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Social responsibility | 3.00 | 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. | Aurecon South Africa (Pty) Ltd (Oorgeneem By Netgroup150313) | Consulting engineering services | 2.92 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Social responsibility | 2.75 | Satisfactory work |
| 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 | 2.92 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Social responsibility | 2.08 | Satisfactory work |
| 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 | 2.92 | Completion within budget | 3.00 | Not use yet |
| | | | | Compliance with technical specifications | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | 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 | 2.92 | Completion within budget | 3.00 | Satisfactory |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory |
| | | | | Compliance within programme | 3.00 | Satisfactory |
| | | | | Social responsibility | 3.00 | Satisfactory |
| | | | 2.92 | Completion within budget | 3.00 | Not use yet |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 | 3.00 | Not use yet |
| | | | | Compliance within programme | 3.00 | Not use yet |
| | | | | Social responsibility | 3.00 | Not use yet |
| 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 | 1.86 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Work done in time-frame | 3.00 | 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 | 1.86 | Work done in agreed time frame | 3.00 | Satisfactory |
| | | | | Work to be done to an acceptable standard as per ecsa requirements | 3.00 | Satisfactory |
| | | | | Work to be done to the agreed cost | 3.00 | Satisfactory |
| 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 | 1.86 | Work done in the agreed time frame | 3.00 | Complied no work done yet |
| | | | | Work to be done to an acceptable standard | 3.00 | No work done yet |
| | | | | Work to be done within the agreed cost | 3.00 | Complied no work done yet |
| Appointment of architects, architectural technologists, structural engineers, and quantity surveyors for a contract period ending 30June 2021 | MNGOMA SEEDAT and Associates CC | Do quantity surveying on projects where required | 1.86 | Work to be done to an acceptable standard | 3.00 | Satisfactory |
| | | | | Work to be done within agreed cost | 3.00 | Satisfactory |
| | | | | Work to be done within agreed time frame | 3.00 | Satisfactory |
| 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 | 2.44 | Comliance within programme | 3.00 | Satisfactory work |
| | | | | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with health & safety specifications | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 | 3.00 | Satisfactory work |
| Upgrading of Hawston Sports ground | Amandla Construction | Upgrading of sport infrastructure | 0.61 | Budget | 3.00 | Within budget |
| | | | | Quality | 3.00 | Good quality |
| | | | | Time | 3.00 | Satisfactory progress |
| Construction of a 1.5ml reservoir and associated works in Pringle Bay | Rodpaul Construction (Pty) Ltd | Construction of reservoir | 1.38 | 6% sub-contracting of local eme's and qse's | 3.00 | Busy implemeting |
| | | | | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with health & safety specifications | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Unsatisfactory work |
| | | | | Social responsibility | 3.00 | Unsatisfactory work |
| Construction of stormwater infrastructure for Hermanus CBD and Industrial area | Meyer Beton | Construction of stormwater | 0.89 | Cost | 3.00 | Within budget |
| | | | | Quality | 3.00 | Satisfactory quality |
| | | | | Time | 3.00 | Extention of time claim submitted & to be evaluated by consultant |
| Excavation, transporting and disposing of previously general waste at Hawston landfill site | SHC Civils and Maintenance | Excavation of waste & transport to landfill | 0.62 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with health & safety specifications | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| Construction of a material recovery facility, a public drop off and a garden waste chipping area in Hermanus | WCB Holdings (Pty) Ltd | Construction of a material recovery facility | 1.33 | Completion within budget | 3.00 | Satisfactory work done |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work done |
| | | | | Compliance within programme | 2.83 | Unsatisfactory work done |
| | | | | Compliane with health and safety specifications | 3.00 | Satisfactory work |
| Upgrade of Kleinmond Main Sewer and Reticulation, Phase 2 | Amandla Construction | Construction of sewer pipelines | 1.08 | 4% subcontracting to eme's | 2.25 | Unsatisfactory |
| | | | | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with health & safety specifications | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| Provision of laboratory services for the monitoring of water quality in the Overstrand area for a contract period ending 30 June 2023 | Integral Laboratories (Pty) Ltd | Provision of laboratory services | 3.00 | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| Construction of a 4ml Reservoir in Masakhane, Gansbaai | Khubeka Construction CC | Construction of 4 ml reservoir | 1.22 | Budget | 4.00 | Within budget |
| | | | | Quality | 4.00 | Good quality |
| | | | | Time | 3.00 | Satisfactory progress |
| Construction of Industrial Business Hub in Hawston | Masete Nong Construction CC | Construction | 0.84 | Budget | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Slow progress |
| Hiring of containers for storage and office space for a contract period ending 30 June 2021 | Rigtech Services | Hiring of containers for storage and office space | 0.83 | Hiring of containers for storage and office space | 3.00 | All good |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| Construction of the bulk stormwater infrastructure in Stanford | SR Civil Contractors (Pty) Ltd | Construction of stormwater infrastructure | 0.73 | Cost | 4.00 | Works completed within contract amount |
| | | | | Quality | 3.00 | Satisfactory quality |
| | | | | Time | 4.00 | Works completed |
| Construction of the bulk infrastructure in Masakhane site B, Gansbaai | Zelpy 1117 CC | Construction of stormwater infrastructure | 0.73 | Budget | 4.00 | Works completed within budget |
| | | | | Quality | 4.00 | Good quality |
| | | | | Time | 4.00 | Practical completed |
| Construction of a sewage pump station in Masakhane site B, Gansbaai | Benver Civils and Plant Hire CC | Construction of pumpstation | 0.57 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 4.00 | Good quality |
| | | | | Time | 3.00 | Satisfactory progress |
| Construction of new Sewers, Zwelihle | Asla Konstruksie (Edms) Bpk | Construction of sewer pipelines | 1.92 | Completion within budget | 3.00 | Satisfactory work done |
| | | | | Compliance with health & safety specifications | 3.00 | Satisfactory work done |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work done |
| | | | | Compliance within programme | 3.00 | Satisfactory work done |
| | | | | Social responsibility | 3.00 | Satisfactory work done |
| | | | | Sub-contracting to local eme's and qse's | 3.00 | Satisfactory work done |
| Construction of new Sewers, Zwelihle | Asla Konstruksie (Edms) Bpk | Construction of sewer pipelines | 1.92 | Completion within budget | 3.00 | Satisfactory work done |
| | | | | Compliance with health & safety specifications | 3.00 | Satisfactory work done |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work done |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 | 3.00 | Satisfactory work done |
| | | | | Social responsibility | 3.00 | Satisfactory work done |
| | | | | Sub-contracting to local eme's and qse's | 3.00 | Satisfactory work done |
| Construction of concrete palisade fencing at Gansbaai landfill site | Mazemane Trading And Projects (Pty) Ltd | Construction of concrete palisade fencing | 0.50 | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with health & safety specifications | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Social responsibilities | 3.00 | Satisfactory work |
| Supply and delivery of electrical instruments and equipment | FLO Specialized Product Solutions | Supply and delivery of equipment | 0.33 | Supply and delivery within agreed timeframe | 3.00 | All ordered items have been received |
| Replacement of waterpipes, Rooiels to Hermanus | WBHO Construction (Pty) Ltd | Construction of water pipelines | 2.34 | 4% sub-contracting to local EMES and QSE's | 3.00 | Satisfactory work |
| | | | | Completion within budget | 3.00 | Satisfactory work |
| | | | | Compliance with health & safety specifications | 3.00 | Satisfactory work |
| | | | | Compliance with technical specifications | 3.00 | Satisfactory work |
| | | | | Compliance within programme | 3.00 | Satisfactory work |
| | | | | Social responsibility contribution | 3.00 | Satisfactory work |
| Supply & delivery of fibreglass extension ladders | Memotek Trading CC | Provision of 4x fibreglass extension ladders | 0.10 | Contract requirements | 3.00 | Satisfactory |
| | | | | Invoice and delivery note | 3.00 | Satisfactory |
| Supply and delivery of 95mm2 single core welding cable | Memotek Trading CC | Supply & deliver welding cable | 0.06 | Compliance with technical specifications. | 3.00 | Satisfactory |
| | | | | Invoice and delivery note | 3.00 | Satisfactory |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| Supply and delivery of concreteplinths for mini-sub | OBHEJANE Trading (Pty) Ltd | Supply and delivery of concreteplinths for mini-sub | 0.12 | Time, cost, quality | 3.00 | Satisfactory |
| | | | | | | |

**TABLE 76: SERVICE PROVIDER PERFORMANCE- INFRASTRUCTURE AND PLANNING SERVICES**

## vi. Community Services

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 | 9.00 | All licenses up to date and informed when new version of software is/will be available | 3.00 | Licenses and software version up to date |
| | | | | Cost | 3.00 | Satisfactory work done |
| | | | | Quality | 3.00 | Satisfactory work done |
| | | | | Time (delivery) | 3.00 | Satisfactory work done |
| Business system through which the maintenance of all property and infrastructure assets in the municipality is done. | Water Management Services CC | Operational systems | 6.00 | Cost | 3.00 | Satisfactory work done |
| | | | | Quality | 3.00 | Satisfactory work done |
| | | | | Time (delivery) | 3.00 | Satisfactory work done |
| Transversal agreement: contract RT-46.2014: Appointment of a service provider for the provision of vehicle fleet management | Transit Solutions (Pty) Ltd | Provision of fleet management services | 3.75 | Cost (price) | 3.00 | Satisfactory work done |
| | | | | Quality | 3.00 | Satisfactory work done |
| | | | | Time (delivery) | 3.00 | Satisfactory work done |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| services for a contract period ending 31 March 2021 | | | | | | |
| Amendment of SC1701A/2016: software and website for caravan park/camping reservations for a contract period ending 31 October 2020 | Cimso Business Solutions Afcimso Business Solutions Africa (Pty) Ltd [Psd Distributionrica (Pty) Ltd [Psd Distribution] | Software website for caravan parks | 2.66 | Website and software of bookings of palmiet campsite services | 3.00 | 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 | 3.00 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Management of Gansbaai caravan park for a contract period ending 30 June 2021 | Stevens N | Management of Gansbaai caravan park | 2.98 | Management | 3.00 | Satisfactory |
| Provision of hygiene services for a contract period ending 30 June 2021 | Imvula Services Group (Pty) Ltd | Hygiene services | 2.87 | Service delivery & consumables | 3.00 | Satisfactory |
| Provision of small works and maintenance as and when needed for a contract period ending 30 June 2021 | Alan Bailey Civil Engineering & Construction Cc | Provision of small works & maintenance | 2.82 | Cost (price) | 3.00 | Satisfactory work done |
| | | | | Quality | 3.00 | Satisfactory work done |
| | | | | Time | 3.00 | Satisfactory work done |
| 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 | 2.74 | Compliance according to specifications | 3.00 | Satisfactory work done |
| 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 | 2.00 | Blt boiler services cc | 3.00 | Satisfactory work |
| 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 | 2.94 | Cost | 3.00 | Satisfactory work |
| | | | | Quality | 3.00 | Satisfactory work |
| | | | | Social responsibilities | 3.00 | Satisfactory work |
| | | | | Time | 3.00 | Satisfactory work |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| Repair of small plant (lawnmowers, weed eater, etc.) for a contract period ending 30 June 2022 | Hermanus Mower Centre | Repair of small plant | 2.94 | Cost | 3.00 | Satisfactory work |
| | | | | Quality | 3.00 | Satisfactory work |
| | | | | Social responsibilities | 3.00 | Satisfactory work |
| | | | | Time | 3.00 | Satisfactory work |
| 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 | 3.00 | Pruning and felling of trees | 3.00 | Work done according to specifications |
| Provision of garden maintenance services in Hermanus area, for a contract period ending 30 June 2022 | Hire Thina General Trading (Pty) Ltd | Garden maintenance | 2.83 | Quality & time | 3.00 | Satisfactory |
| Provision of garden maintenance services in Hermanus area, for a contract period ending 30 June 2022 | JC Krohn | Garden maintenance services | 2.83 | Quality & time | 3.00 | 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 | 2.83 | Quality & time | 3.00 | Satisfactory |
| 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 | 2.66 | Daily monitoring and demolition of illegal structures | 3.00 | Satisfactory |
| Provision and maintenance of small-bore sewage connections in Hermanus for a contract period ending 30 June 2022 | Claw Civils (Pty) Ltd | Sewer connections | 2.66 | Time | 3.00 | Satisfactory |
| Life saving services for the Overstrand area for a contract period ending 30 June 2022 | Overstrand Community Lifeguards CC | Lifeguard services | 2.66 | Time, cost, quality | 3.00 | No service delivered due to covid 19 lockdown |
| 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 | 2.61 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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, 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 | 0.81 | Quality of work | 3.00 | No trees planted |
| 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 | 2.35 | Quality & time | 3.08 | Satisfactory |
| | | | | Quality of tree inventory system & implementation | 3.08 | Satisfactory |
| 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 | 2.26 | Cost | 3.00 | Satisfactory work done |
| | | | | Quality | 3.00 | Satisfactory work done |
| | | | | Time | 3.00 | Satisfactory work done |
| 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 | 2.25 | Quality of work | 3.25 | Satisfactory |
| Provision of cleaning services for the Greater Hermanus and Kleinmond areas | Mbeshis Cleaning Service | Cleaning services | 1.92 | Set frequency and routine on the cleaning schedule is maintained business plan submitted with the | 2.75 | Satisfactory |
| | | | | The contractor is required to ensure that the area is cleaned and aesthetic neatness of the area is maintained at the highest level at all times. | 2.75 | Satisfactory |
| Provision of cleaning services for the Greater Hermanus and Kleinmond areas | Gardiner N (The Business Zone) | Cleaning services | 1.92 | Set frequency and routine on the cleaning schedule is maintained business plan submitted with the | 2.75 | Satisfactory |
| | | | | The contractor is required to ensure that the area is cleaned and aesthetic neatness of the area is maintained at the highest level at all times. | 2.75 | Satisfactory |
| Provision of cleaning services for the Greater Hermanus and Kleinmond areas | Adam Outreach Projects (Pty) Ltd | Cleaning services | 1.92 | Set frequency and routine on the cleaning schedule is maintained business plan submitted with the | 2.75 | Satisfactory |
| | | | | The contractor is required to ensure that the area is cleaned, and aesthetic | 2.75 | Satisfactory |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| | | | | neatness of the area is maintained at the highest level at all times. | | |
| Provision of cleaning services for the Greater Hermanus and Kleinmond areas | Mongezi Mbandeni (Pty) Ltd | Cleaning services | 1.92 | Set frequency and routine on the cleaning schedule is maintained business plan submitted with the | 2.75 | Satisfactory |
| | | | | The contractor is required to ensure that the area is cleaned, and aesthetic neatness of the area is maintained at the highest level at all times. | 2.75 | Satisfactory |
| Provision of cleaning services for the Greater Hermanus and Kleinmond areas | Krohn JC | Cleaning services | 1.92 | Set frequency and routine on the cleaning schedule is maintained business plan submitted with the | 2.75 | Satisfactory |
| | | | | The contractor is required to ensure that the area is cleaned, and aesthetic neatness of the area is maintained at the highest level at all times. | 2.75 | Satisfactory |
| Provision of cleaning services for the Greater Hermanus and Kleinmond areas | Evelyn's Painting Services | Cleaning services | 1.92 | Set frequency and routine on the cleaning schedule is maintained business plan submitted with the | 2.75 | Satisfactory |
| | | | | The contractor is required to ensure that the area is cleaned, and aesthetic neatness of the area is maintained at the highest level at all times. | 2.75 | Satisfactory |
| Provision of cleaning services for the Greater Hermanus and Kleinmond areas | Temfin Holdings (Pty) Ltd | Cleaning services | 1.92 | Set frequency and routine on the cleaning schedule is maintained business plan submitted with the | 2.75 | Satisfactory |
| | | | | The contractor is required to ensure that the area is cleaned, and aesthetic neatness of the area is maintained at the highest level at all times. | 2.75 | Satisfactory |
| Provision of cleaning services for the Greater Hermanus and Kleinmond areas | Finest Cleaning Service and Projects (Pty) Ltd | Cleaning services | 1.92 | Set frequency and routine on the cleaning schedule is maintained business plan submitted with the | 2.75 | Satisfactory |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| | | | | The contractor is required to ensure that the area is cleaned, and aesthetic neatness of the area is maintained at the highest level at all times. | 2.75 | Satisfactory |
| Provision of cleaning services for the Greater Hermanus and Kleinmond areas | Vera and Sons Catering and Projects | Cleaning services | 1.92 | Set frequency and routine on the cleaning schedule is maintained business plan submitted with the | 2.75 | Satisfactory |
| | | | | The contractor is required to ensure that the area is cleaned, and aesthetic neatness of the area is maintained at the highest level at all times. | 2.75 | Satisfactory |
| Provision of cleaning services for the Greater Hermanus and Kleinmond areas | Wapipa Construction (Pty) Ltd | Cleaning services | 1.92 | Set frequency and routine on the cleaning schedule is maintained business plan submitted with the | 2.75 | Satisfactory |
| | | | | The contractor is required to ensure that the area is cleaned, and aesthetic neatness of the area is maintained at the highest level at all times. | 2.75 | Satisfactory |
| Provision of cleaning services for the Greater Hermanus and Kleinmond areas | ALG Services | Cleaning services | 1.92 | Cost | 2.75 | Satisfactory |
| | | | | Quality | 2.75 | Satisfactory |
| | | | | Time | 2.75 | Satisfactory |
| Provision of cleaning services for the Greater Hermanus and Kleinmond areas | Eunecia's Cleaning Services | Cleaning services | 1.92 | Cost | 2.75 | Satisfactory |
| | | | | Quality | 2.75 | Satisfactory |
| | | | | Time | 2.75 | Satisfactory |
| Supply and install panels and poles | Mr Spike Overberg CC | Supply and installation of panels and poles (nylof | 0.56 | Supply and install panels and poles - onrus caravan park fence | 3.00 | Work completed |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 | Afrimat Aggregates Operations (Pty) Ltd | Supply and delivery of construction materials | 0.71 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Supply and deliver construction materials | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Supply and delivery of construction materials | Hulme CR | Supply and delivery of construction materials | 0.71 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Supply and deliver construction materials | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Supply & installation of web based/online bulk SMS sending software service for a contract period ending 30 June 2023 | SMSDEPOT | Bulk SMS services | 2.71 | Effective emergency communication | 3.00 | System fully working |
| Supply and delivery of polywood products | Primwood Products | Supply and delivery of polywood products | 0.70 | Supply and deliver as per tender specs | 2.25 | Supply and deliver as per tender specs |
| Supply, deliver, install, servicing and replacement of 1000l hot water storage tank(s) at Onrus River Caravan Park | Pro Heat & Energy Electrical CC | Replacement of diesel boilers | 0.28 | Time, cost, quality | 3.00 | Satisfactory |
| Supply and installation of high risk perimeter fencing at Kleinmond transfer station | CAF Contractor | Supply and installation of high risk perimeter fencing | 0.10 | Time, cost, quality | 3.00 | Satisfactory |
| Supply and delivery of bitumen products | Dense Seal (Pty) Ltd | Supply and delivery of bitumen products | 0.50 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Supply, deliver and install new shades for Hawston Day Camp | Henry Gaffley Bouers CC | Supply, deliver and install new shades for hawston | 0.59 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| Servicing and/or refurbishing of Hawston pool pumps | Agricultural Rural Development Services (Pty) Ltd (Ards) | Servicing and/or refurbishing of hawston pool pump | 0.61 | Quality,time and cost | | Satisfactory ,time,cost and quality as per prescribed specifications of tender |
| Supply, deliver and install an interactive 4000lm laser projector | Blu-Vine Technologies (Pty) Ltd | Installation of laser projector | 0.10 | Supply, deliver and install a multi media laser projector | 3.00 | Installed the projector |
| Upgrade of stormwater systems in Hangklip area | Ohlson Civil and Building Contractors (Pty) Ltd | Upgrade of stormwater systems | 0.57 | Budget | 3.00 | Contractor spending according projected cash flow - contract period have been extended to 30 june 2021 |
| | | | | Quality | 3.00 | Quality of work satisfactory-contract period have been extended to 30 june 2021 |
| | | | | Time | 3.00 | Extension of time claim submitted-contract period have been extended to 30 june 2021 |
| Supply and deliver plumbing material | Memotek Trading CC | Supply and deliver plumbing material | 0.15 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Supply and deliver plumbing materials | Top Fiks Suppliers | Supply and deliver plumbing material | 0.15 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| | Rustic Living Trading 155 | Supply and delivery of diesel | 2.56 | Cost | 3.00 | Satisfactory |
| | | | | Delivery on time | 3.00 | Delivery satisfactory |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 500 ppm farm grade diesel fuel for Onrus caravan park for a contract period ending 30 June 2023 | | | | Quality | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Lifeguard services for the Overstrand area for a contract period ending 30 June 2022 | Overstrand Community Lifeguards Cc | Lifesaving services | 1.57 | Lifesaving services overstrand (Hermanus and Gansbaai) - other beaches tender 2120/2020 | 3.00 | Satisfactory service - 2 year contract. |
| Supply, delivery and application of fertilizer to sports fields in the Overstrand, for a contract period ending 30 June 2021 | Bandakhanya (Pty) Ltd | Fertilizing of sports fields | 0.55 | Quality & time | 3.00 | Work done according to specifications |
| Waterproofing of the existing concrete deck at Grotto Beach ablution block, Hermanus | CA Hanekom | Waterproofing | 0.20 | Time | 3.00 | Satisfactory |
| | | | | Waterproofing of the existing concrete deck | 3.00 | Satisfactory |
| Upgrade of sportsfield lighting in Mount Pleasant and installation of an electronic sign board in Hermanus | Adenco Construction (Pty) Ltd | Installation & repair of flood lights | 0.47 | Supply and installation of flood lights | 4.00 | Satisfactory |
| Supply and installation of artificial grass in various parks in the Overstrand area on an as and when basis, for the period ending 30 June 2023 | Innovative Blinds (Pty) Ltd | Installation of artificial grass | 2.47 | Quality | 3.00 | No work done |
| Reseal, upgrading and rehabilitation of roads in Overstrand for a contract period ending 30 June 2023 | Actophambili Roads (Pty) Ltd | Reseal, upgrading and rehabilitation of roads | 2.47 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Social responsibilities | 3.00 | To be deleted |
| | | | | Time | 3.00 | Satisfactory |
| Supply and delivery of building material for a contract period ending 30 June 2023 | Fierce Dimensions Enterprises (Pty) Ltd | Supply and delivery of building material | 2.47 | Supply and delivery of building materials | 3.00 | Satisfactory |
| Supply and delivery of building material for a contract period ending 30 June 2023 | Ithuba Industries | Supply and delivery of building material | 2.47 | Supply and delivery of building materials | 3.00 | Satisfactory |
| Supply and delivery of building material for a contract period ending 30 June 2023 | Emmerencia Construction (Pty) Ltd | Supply and delivery of building material | 2.47 | Delivery of building materials | 3.00 | Satisfactory |
| Provision of cleaning services for the Gansbaai / Stanford areas | Black Thari Cleaning and Contractor Trading (Pty) Ltd | Cleaning services | 2.47 | Cleaning services | 3.00 | Satisfactory |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 cleaning services for the Gansbaai / Stanford areas | N And N Construction (Pty) Ltd | Cleaning services | 2.47 | Cleaning services | 3.00 | Satisfactory |
| Provision of cleaning services for the Gansbaai / Stanford areas | Magatyeni Cleaning Services and Projects (Pty) Ltd | Cleaning services | 2.47 | Cleaning services | 3.00 | Satisfactory |
| Supply and delivery of construction material for a contract period ending 30 June 2023 | AJ Van Huffel Planthire CC | Supply and delivery of construction material | 2.47 | Cost (price) | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Social responsibility | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Supply and delivery of construction material for a contract period ending 30 June 2023 | Gansbaai Sand & Klip | Supply and delivery of construction material | 2.47 | Cost (price) | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Social responsibility | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Supply and delivery of construction material for a contract period ending 30 June 2023 | Hulme CR | Supply and delivery of construction material | 2.47 | Cost (price) | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Social responsibility | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Supply and delivery of construction material for a contract period ending 30 June 2023 | Afrimat Aggregates Operations (Pty) Ltd | Supply and delivery of construction material | 2.47 | Cost (price) | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Social responsibility | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Supply and delivery of construction material for a contract period ending 30 June 2023 | Tee Gee Building Suppliers CC | Supply and delivery of construction material | 2.47 | Cost (price) | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Social responsibility | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 material for a contract period ending 30 June 2023 | Burmar Manufacturing (Pty) Ltd | Supply and delivery of construction material | 2.47 | Cost (price) | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Social responsibility | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Supply and delivery of construction material for a contract period ending 30 June 2023 | FG Jacobs Transport CC | Supply and delivery of construction material | 2.47 | Cost (price) | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Social responsibility | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Provision of sports field aeration services in the Overstrand area for the period ending 30 June 2023 | Ulwando Bushclearing (Pty) Ltd | Aeration of sports fields | 2.66 | Time & quality | 3.00 | Satisfactory |
| Supply of wheelie bins (140 l) for a contract period ending 30 June 2021 | Mpact Plastic Containers (Pty) Ltd | Provide wheelie bins | 0.31 | Delivery of wheelie bins | 3.00 | Satisfactory |
| Supply and delivery of bitumen products for a contract period ending 30 June 2023 | Colas South Africa (Pty) Ltd | Bitumen products | 2.23 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Social responsibilities | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Supply and delivery of bitumen products for a contract period ending 30 June 2023 | Memotek Trading CC | Bitumen products | 2.23 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Social responsibilities | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Supply and delivery of bitumen products for a contract period ending 30 June 2023 | Dense Seal (Pty) Ltd | Bitumen products | 2.23 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Social responsibilities | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 2023 | TTR Events and Suppliers (Pty) Ltd | Bitumen products | 2.23 | Cost | 3.00 | Satisfactory |
| | | | | Quality | 3.00 | Satisfactory |
| | | | | Social responsibilities | 3.00 | Satisfactory |
| | | | | Time | 3.00 | Satisfactory |
| Transversal term contract RT46-2020: appointment of contractors for the provision of vehicle fleet management services to the state for a period of five years - 1 April 2021 to 31 March 2026 | Firstrand Bank Ltd | Fleet maintenance and management services | 2.25 | Cost | 3.00 | Satisfactory work |
| | | | | Quality | 3.00 | Satisfactory work |
| | | | | Time | 3.00 | Satisfactory work |
| Supply and delivery of a slasher, brushcutter, chain saws, backpack blowers and sod cutter | Obhejane Trading (Pty) Ltd | Equipment | 0.19 | Time | 4.00 | Equipment have been delivered within specified timeframe |
| Supply and delivery of a slasher, brushcutter, chain saws, backpack blowers and sod cutter | Eco Brands and Industries (Pty) Ltd | Equipment | 0.19 | Time | 4.00 | Equipment have been delivered within the specified timeframe |
| Supply and delivery of a slasher, brushcutter, chain saws, backpack blowers and sod cutter | Ram Traders (Pty) Ltd | Equipment | 0.19 | Time | 4.00 | Equipment received within timeframe for delivery |
| Supply and delivery of a slasher, brushcutter, chain saws, backpack blowers and sod cutter | Rustic Living Trading 155 (Pty) Ltd | Equipment | 0.19 | Time | 4.00 | Equipment received within timeframe for delivery |
| Supply and delivery of a slasher, brushcutters, chain saws, backpack blowers and sod cutter | Mtf Consultants (Pty) Ltd | Equipment | 0.19 | Time | 4.00 | Equipment have been delivered within the specified timeframe |
| Dismantling of asbestos roof sheets, Buffeljachts community hall, Gansbaai | Carons Services | Dismantling of asbestos roof sheets | 0.09 | Dismantling of asbestos roof sheets | 3.00 | Satisfactory |
| Beautification of entrances to Kleinmond | Potts Devco (Pty) Ltd | Construction | 0.08 | Time | 3.00 | Completed project within timeframe |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 pushrod inspection camera system | Orsco (Pty) Ltd | Supply and delivery of pushrod inspection camera s | 0.07 | Time | 3.00 | Satisfactory |
| Supply and delivery of streets, storm water, water and sewer related small plant and equipment | Lumber & Lawn | Supply and delivery of streets, storm water, water | 0.19 | Time (delivery) | 3.00 | Satisfactory work done |
| Supply and delivery of streets, storm water, water and sewer related small plant and equipment | Eco Brands and Industries (Pty) Ltd (Bank Change) | Supply and delivery of streets, storm water, water | 0.19 | Time (delivery) | 3.00 | Satisfactory work done |
| Supply& delivery of roof sheets for Zwelihle Community Hall | Eco Brands and Industries (Pty) Ltd (Bank Change) | Supply & delivery of roof sheets Zwelihle com hall | 0.12 | Supply and deliver roof sheets | 3.00 | Satisfactory |

**TABLE 77: SERVICE PROVIDER PERFORMANCE - COMMUNITY SERVICES**

## vii. Protection Services

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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 for fine collection | 5.50 | SC1579/2015: traffic speed measuring, cameras and back office for fine collection in the Overstrand | 3.00 | Satisfactory service as per specification |
| Provision of security guards in the Overstrand area for a contract period ending 30 June 2021 | Tyte Security Services CC | Security guarding services | 2.75 | Attendance register kept up to date | 3.00 | Satisfactory service as per specification |
| | | | | Security guard punctuality | 3.00 | Satisfactory service as per specification |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| | | | | Security guarding services | 3.00 | Satisfactory service as per specification |
| Provision of security guards in the Overstrand area for a contract period ending 30 June 2021 | Quintessential Security CC | Security guarding services | 2.75 | Attendance register kept up to date | 3.00 | Satisfactory service as per specification |
| | | | | Security guard punctuality | 3.00 | Satisfactory service as per specification |
| | | | | Security guarding services | 3.00 | Satisfactory service as per specification |
| Clearing of municipal and private erven for a contract period ending 30 June 2021 | Need Compost CC | Maintenance & clearing of open plots | 2.50 | 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 | 3.00 | Need Compost CC are unable to deliver any services due to the national lockdown. Lockdown commenced at midnight on Thursday 26 march and is due to end at midnight on Thursday 30 May 2020.<br><br>No services were rendered for the month of July 2020 |
| | | | | Complete work within 21 days as per tender specification (5.2.8) | 3.00 | Need Compost CC are unable to deliver any services due to the national lockdown. Lockdown commenced at midnight on Thursday 26 March and is due to end at midnight on Thursday 30 May 2020.<br><br>No services were rendered for the month of July 2020. |
| Clearing of municipal and private erven for a contract period ending 30 June 2021 | Afriserv Security (Pty) Ltd | Maintenance & clearing of open plots | 2.50 | Complete work within 21 days as per the tender specification (5.2.8) | 3.00 | Afriserv are unable to deliver any services due to the national lockdown. Lockdown commenced at midnight on Thursday 26 March and is due to end at midnight on Thursday |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| | | | | | | 30 April 2020.<br><br>Lockdown was extended, South Africa is currently in level 3 which means only certain sectors are permitted to trade.<br><br>No services were rendered for the month of July 2020 |
| Clearing of municipal and private erven for a contract period ending 30 June 2021 | Pandora L and J (Pty) Ltd | Maintenance & clearing of plots | 2.50 | 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 | 3.00 | Pandora L and J (Pty) Ltd are unable to deliver any services due to the national lockdown. Lockdown commenced at midnight on Thursday 26 March and is due to end at midnight on Thursday 30 April 2020.<br><br>Lockdown was extended, South Africa is currently in level 3 which means only certain sectors are permitted to trade.<br><br>No services were rendered for the month of July 2020 |
| | | | | Complete work within 21 days as per tender specification (5.2.8) | 3.00 | Pandora L and J (Pty) Ltd are unable to deliver any services due to the national lockdown. Lockdown commenced at midnight on Thursday 26 March and is due to end at midnight onThursday 30 April 2020.<br><br>Lockdown was extended, South Africa is currently in level 3 which means only certain |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| | | | | | | sectors are permitted to trade.<br><br>No services were rendered for the month of July 2020 |
| Clearing of municipal and private erven for a contract period ending 30 June 2021 | Indalo Yethu Construction and Projects (Pty) Ltd | Maintenance and clearing of open plots | 2.50 | 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 | 3.00 | Indalo Yethu Construction and Projects (Pty) Ltd are unable to deliver any services due to the national lockdown. Lockdown commenced at midnight on Thursday 26 March and is due to end at midnight on Thursday 30 April 2020.<br><br>Lockdown was extended, South Africa is currently in level 3 which means only certain sectors are permitted to trade.<br><br>No services were rendered for the month of July 2020 |
| | | | | Complete work within 21 days as per tender specification (5.2.8) | 3.00 | Indalo Yethu Construction and Projects (Pty) Ltd are unable to deliver any services due to the national lockdown. Lockdown commenced at midnight on Thursday 26 March and is due to end at midnight on Thursday 30 April 2020.<br><br>Lockdown was extended, South Africa is currently in level 3 which means only certain sectors are permitted to trade. |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| | | | | | | No services were rendered for the month of July 2020 |
| 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 | 2.84 | Services on stray cats and dogs | 3.00 | Satisfactory service as per specification |
| Provision of accommodation for impounded cats and dogs in the overstrand area for a contract period ending 30 June 2022 | Barc Dieresorg Trust | Accommodation for impounded cats and dogs | 2.84 | Services on stray cats and dogs | 3.00 | Satisfactory service as per specification |
| 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 | 2.75 | Vehicle towing, storage service against set service delivery timelines | 3.00 | Satisfactory service as per specification |
| Construction of new vehicle hangar for Overstrand Municipality, Mussel Road, Hermanus | Rapiprop 158 (Pty) Ltd | Construction of new vehicle hangar | 0.96 | Construction of new vehicle hangar for Overstrand Municipality, Mussel road, Hermanus | 3.00 | Satisfactory |
| Supply and delivery of smoke alarms | Universal Trading | Supply and delivery of Smoke Alarms | 0.92 | Acceptable quality of work(s) performed / goods delivered | 3.00 | Satisfactory |
| | | | | Work(s) performed / goods delivered within timeframes specified | 3.00 | Satisfactory |
| | | | | Work(s) performed goods delivered within financial framework specified | 3.00 | Satisfactory |
| Supply and delivery of uniforms and protective clothing for fire & rescue and disaster management | J and H Protective Clothing (Pty) Ltd | Supply and delivery protective clothing | 2.38 | Acceptable quality of work(s) performed / goods delivered | 3.00 | Satisfactory |
| | | | | Work(s) performed / goods delivered within financial framework specified | 3.00 | Satisfactory |
| | | | | Work(s) performed / goods delivered within timeframes specified | 3.00 | Satisfactory |
| Monitoring, armed response, installation of alarm systems and cctv | Fidelity ADT (Pty) Ltd - Monitoring | | 2.29 | Monthly report of occurences | 3.00 | Satisfactory |

| Service providers utilized according to functional areas per Directorate (2020/21) | | | | | | |
|---|---|---|---|---|---|---|
| **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** | | | | | | |
| camera call-outs for a contract period ending 30 June 2023 | | Monitoring, armed response installation of alarms | | Response time | 3.00 | Satisfactory |
| Removal and replacement of roller shutter doors – traffic department vehicle testing station | Stop Doors Maintenance | Removal and replacement of roller shutter doors | 0.10 | Time, cost, quality | 3.00 | Satisfactory |
| Supply & delivery of CCTV cameras | Blu-Vine Technologies (Pty) Ltd | Supply of CCTV cameras | 0.14 | Acceptable quality of work(s) performed / goods delivered | 3.00 | Satisfactory |
| | | | | Work(s) performed / goods delivered within financial framework specified | 3.00 | Satisfactory |
| | | | | Work(s) performed / goods delivered within timeframes specified | 3.00 | Satisfactory |

**TABLE 78: 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 2020/21 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 | N/A | N/A | N/A | N/A | N/A | N/A |

| 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) |
|---|---|---|---|---|---|---|
| Exec Directors | N/A | N/A | N/A | N/A | N/A | N/A |
| Non-Exec Directors | N/A | N/A | N/A | N/A | N/A | N/A |
| Senior Management **(MM & Directors)** | 71% | CF -1<br>CM – 3<br>AM - 1 | F -1<br>M -4 | F – 54<br>CM – 51, 52 & 53<br>AM - 58 | Western Cape | N/A |
| Middle Management **(T14 – T19)** | 46% | AF – 4<br>AM – 2<br>CF – 6<br>CM - 18 | F – 10<br>M - 20 | AF – 35, 38, 39, 47<br>AM – 43, 54<br>CF – 40 – 48<br>CM – 35 - 59 | Western Cape | N/A |
| Junior Management **(T10 – T13)** | 62% | AF – 11<br>AM – 12<br>IF – 1<br>CF -22<br>CM -60 | F – 24<br>M - 82 | CM – 42 – 55<br>CF – 31 – 59<br>IF - 55 | Western Cape | N/A |
| Dividends declared | 179% | 141 | 141 | 31 - 59 | Western Cape | N/A |

(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 2020/21 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 | 125 | A -37<br>C - 87<br>I - 1 | M F<br>A 29 8<br>C 74 13<br>I 0 1 | 21 - 50 | Western Cape | 0 | R2 093 684.15 |

| 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 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 2020/21 financial year:

| **Total Procurement Spent:** | | | |
|---|---|---|---|
| **Total Number of Suppliers**<br>630 | **Total Value Spend**<br>R 575 817 369.79 | | |
| **Total Number of EME Supplier**<br>405 | **Total Value Spend**<br>R 193 342 628.00 | **% Black Ownership**<br>33.4% | **% Black women ownership**<br>18.60 |
| **Total Number of QSE Supplier**<br>37 | **Total Value Spend**<br>R 132 714 801.27 | **% Black Ownership**<br>41.50 | **% Black women ownership**<br>23.40 |
| **Total Number of Large Suppliers**<br>2 | **Total Value Spend**<br>R 154 917 721.16 | **% Black Ownership**<br>0 | **% Black women ownership**<br>0 |
| **Total Value of 2% NPAT or 0.2% of allocated Budget:**<br>N/A | | | |

| **Total Number of EMEs** | **Total Value Spend** | **% Black Ownership** | **% Black Women Ownership** | **Location** | **Sector** |
|---|---|---|---|---|---|

| | | | | | |
|---|---|---|---|---|---|
| N/A | N/A | N/A | N/A | N/A | N/A |
| **Total Number of QSEs**<br>N/A | **Total Value Spend**<br>N/A | **% Black Ownership**<br>N/A | **% Black Women Ownership**<br>N/A | **Location**<br>N/A | **Sector**<br>N/A |
| **Total Value of 1% NPAT or 0.1% of allocated Budget:** | | | | | |
| **Total Number of EMEs**<br>N/A | **Total Value Spend**<br>N/A | **% Black Ownership**<br>N/A | **% Black Women Ownership**<br>N/A | **Location**<br>N/A | **Sector**<br>N/A |
| **Total Number of QSEs**<br>N/A | **Total Value Spend**<br>N/A | **% Black Ownership**<br>N/A | **% Black Women Ownership**<br>N/A | **Location**<br>N/A | **Sector**<br>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 2020/21 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 |
| **3052** | **A – 1381**<br>**C - 1671** | **F – 1542**<br>**M - 1510** | **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 469 643.00** | | | |

***(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<br><br>*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 79: FUNCTIONAL AREAS**

## b) Performance Highlights per Functional Areas

| Directorate/ Functional area | Sub Directorate | Highlights |
|---|---|---|
| **Council and Municipal Manager** | Internal Audit | • 94.1% execution of the Risk Based Audit Plan with the available resources.<br>• Two interns have been appointed on a 2-year contract to assist Internal Audit Services (IAS). |
| **Management Services** | Communications | • Different Departments within the municipality working together successfully to combat the spread of the Covid-19 virus.<br>• The Covid-19 co-ordination by the Overberg District Municipality to all municipalities, and the updates on social media and post timeously and up to date.<br>• A WhatsApp group created for councillors specifically for Covid-19 news and updates. (This might also be considered as best practice, because information is always available and whenever the councillors are not certain about something, they send a message).<br>• Continuous weekly printing of Covid-19 pamphlets for distribution to raise awareness in our community. |
| | Information Technology | Emergency and operational Digital Radio Systems upgrade (high sites and radios) |
| | | UPS replacement |
| | | DR host server with attached storage replacement EOL |
| | | New high site – Overstrand wide |
| | | Minor assets ICT – Organization wide |
| | | Microsoft Office Suite implementation |

| Directorate/ Functional area | Sub Directorate | Highlights |
|---|---|---|
| | | Implementation of the new Hosted Digital PABX solution |
| | Legal Services | <u>CONSTRUCTION TENDER – REVIEW APPLICATION DUE MATERIAL ADMINISTRATIVE ERRORS.</u><br><br>Subsequent to the award having been made and the appeal period in terms of section 62 of the Municipal Systems Act having lapsed, it came to the attention of the Supply Chain Management Department that material though inadvertent and bona fide errors with regard to certain aspects of the tender had been made to such an extent that the Overstrand Municipality is legally compelled to approach the High Court to have the decision to award the tender set aside.<br><br>The primary question was whether the Municipality can correct its own mistakes after a decision has been taken.<br><br>The award stands until set aside and is subject to the current judicial review application as per the Oudekraal judgment. This however only relate to the 18 items incorrectly awarded and under judicial review. Our counsel has advised that we can separate those items correctly awarded and go ahead with implementing those awards. We will accordingly only review and set aside those items incorrectly awarded, to be heard towards mid-June 2021.<br><br>A court order was obtained on 14 June 2021, the order state, remitted for (a) evaluation and (b) adjudication. It will accordingly go back to the BEC in order to evaluate and to make recommendations on the 18 items to the BAC, based on the court scoring.<br><br>The Municipalities pro – active approach prevented fruitless and wasteful as well as irregular expenditure being incurred as a result of the 18 items incorrectly being awarded. As reflected in previous judgments, our courts will refer these matters back to the BAC to set aside the incorrectly awarded items, which was duly acted upon by the municipality.<br><br><u>Additional Court</u><br>As attested to in the comparative reports for 2019/2020 and 2020/2021 the payments for fines received increased from R 325 150 during the 2019/2020 financial year end period to R 501 050 during the 2020 / 2021 financial year end period.<br><br>With regard to court cases placed on the court roll there was an active increase in matters from 5 229 during the 2019 / 2020 financial year to 7 679 in 2020 / 2021 financial year. In addition to the aforementioned the court prosecutor dealt with 2 270 written representations during the 2020 / 2021 financial year.<br><br>The success of the court can further be attributed to no less than 918 traffic offences and 224 by – law offences brought forth in June 2021. I am further pleased to advice that there has been a steady |

| Directorate/ Functional area | Sub Directorate | Highlights |
|---|---|---|
| | | increase of fines received this year with monthly finepayments approximately R80 000 since March 2021. |
| | Human Resources | • The appointment of 16 Covid screeners for the screening of staff members before entering the workplace.<br>• The drafting of an Infectious Disease COVID- 19 Plan for the Municipality. |
| **Financial Services** | Supply Chain Management | The municipality processed 103 tenders, formal written price quotations in excess of R30 000, transversal contracts and amendment of contracts during the 2020/2021 financial year. |
| | Revenue | Collection rate for the 2020/2021 financial year = 100.15%<br><br>Write off Irrecoverable Debt:<br>• November 2020 - R390 052.31<br>• May 2021 - R 515 785.32 |
| | Budget & Accounting Services | The work performed by the Financial Services department contributed to the achievement of a clean audit status for the 2019/2020 Annual Financial Statements.<br><br>In addition to the General Adjustments Budget, three additional adjustments budgets were compiled and tabled during the financial year. The Financial Services department was also fortunate not to have had any positive Covid cases during the financial year, which contributed to optimal productivity. |
| | 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.<br><br>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 | • Construction of stonewall at Kleinmond Main Beach Parking.<br>• Construction of stormwater Hangklip – Oyster and Diastella Roads in Betty's Bay.<br>• Installation of high-risk fencing – Kleinmond Solid Waste Transfer Station.<br>• Construction of retaining wall in 9th Avenue Kleinmond to create space for construction of sidewalk.<br>• Installation of speed humps in Kleinmond. |

| Directorate/ Functional area | Sub Directorate | Highlights |
|---|---|---|
| **Community Services** | Hermanus Administration | Large number of roads resealed in neighbourhoods. |
| | | Blue Flag Beach Status again awarded for Grotto & Hawston Beaches. Onrus Beach received pilot status.<br>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 4 of the much-awaited Atlantic Drive Walkway in Onrus River was constructed. |
| | | 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. |
| | | Speed calming in various neighbourhoods. |
| | | Sidewalks were upgraded in various neighbourhoods. |
| | | Playparks upgraded in Zwelihle. |
| | Gansbaai/Stanford Administration | **WARD 1**<br>**Stormwater**<br>A bulk stormwater retention pond was erected in Masakhane to serve the new housing development.<br>**Roads**<br>Kerbing and paving were installed in Masakhane and Franskraal to address stormwater issues.<br>A raised pedestrian crossing was installed in Masakhane as a traffic calming measure.<br>**Sport & Recreation**<br>A new soccer stand was erected at the Masakhane sport field.<br>**Electricity**<br>The existing infrastructure in Franskraal were increased with the installation of a new 66/11 kV substation. The project will improve reliability of the power supply to areas in Franskraal and Kleinbaai as well as small holdings in Birkenhead.<br>**Fleet Management**<br>To improve service delivery, Gansbaai/Stanford received an allocation to buy new tractors, a digger loader, sewer tanker trucks, double cab trucks, a top of the range fire engine as well as a number of light duty vehicles (LDV's).<br><br>**WARD 2**<br>**Sidewalks**<br>In Blompark kerbstones and sidewalks were installed to address the stormwater issues.<br>**Sanitation**<br>More than 500 wheelie bins (140L plastic refuse drums with wheels) were produced and issued to residents in previously disadvantaged |

| Directorate/ Functional area | Sub Directorate | Highlights |
|---|---|---|
| | | areas of Blompark, Beverley Hills and Gansbaai which resulted in the enhancement of the efficiency of services as well as general hygiene in the areas.<br><br>**Duiwelsgat Hiking Trail**<br>The foot path/hiking trail with signage was demarcated with stones. Concrete signage pillars cladded with limestone was erected on the trail. The wetland area was rehabilitated to address the stormwater drainage. Alien clearing was done in parts of the hiking trail.<br><br>**Sewerage**<br>A large portion of Kleinbaai is currently serviced by septic tanks. Provision was made in the planning of the long-term sewer master plan to service the town with a full waterborne sanitation system.<br><br>**Vegetable Garden Project**<br>A community co-ordinated garden project was started in collaboration with Gansbaai Administration, Ald R de Coning, LED and Grootbos. Tyres with compost and vegetable seedlings were distributed to homes in Blompark and large garden boxes with seeds were distributed to Blompark Community Hall, Blompark Primary and Silwerjare.<br><br>**WARD 11**<br>**Roads**<br>Kerbs and premix sidewalks were installed in Thembelihle, Stanford to address the stormwater issues. Traffic Calming in Pearly Beach was addressed by installing raised pedestrian crossings.<br>The resealing of Madaica Street, Eluxolweni was completed.<br>Short- and Longmarket Street, Stanford was paved with exposed aggregate as part of the CBD Revitalisation.<br><br>**Stormwater**<br>Stormwater issues was addressed in Stanford by installing open stormwater trenches and in Baardskeerdersbos, stormwater channels were erected in Protea Street.<br><br>**Recreation**<br>The existing boardwalk located at Pearly Beach was upgraded.<br><br>**Electricity**<br>The existing infrastructure was upgraded with the refurbishment of the electric panel at Stanford Eye Fountain.<br>**Buffeljachts Community Hall**<br>The asbestos roof sheets were removed, and a new roof and windows were installed. |

| Directorate/ Functional area | Sub Directorate | Highlights |
|---|---|---|
| | | **Stanford Post Boxes**<br>As part of the CBD revitalisation the post boxes were moved to a location between the library and the municipal offices.<br><br>**Fleet Management**<br>To improve service delivery, Gansbaai/Stanford received an allocation to buy new tractors, a digger loader, sewer tanker trucks, double cab trucks, a top of the range fire engine as well as a number of light duty vehicles (LDV's). |
| | Housing Administration | Hawston: 378 housing units were completed and handed over to beneficiaries by end June 2021.<br><br>Zwelihle: Relocation of 62 families from Transit Camp to Mandela Square. |
| **Protection Services** | Fire Management | The department underwent a name change from Fire & Rescue, Disaster Management and Security Services to Fire & Emergency Services, Disaster Management and Security Services. With the departmental name change, two new divisions where included, namely<br>- Incident Command Centre, Emergency Control and Support Services<br>- Safety & Security and CCTV.<br><br>The new vehicle acquisitions have pushed the average age of the departmental fleet down from 19.71 to 11.43, which is below the replacement period for pumping appliances. The average replacement period for pumping appliances is 15 years. |
| | Traffic Services | • Special operations conducted between Task Team, K9 Unit, local SAPS, MCM, DAFF, SANDF and Nature Conservation regarding illegal abalone diving and drug related cases.<br>• Integrated operations conducted with local SAPS during the Covid 19 alert levels 2, 3 & 4 to ensure compliance of the Disaster Management Act.<br>• Cross border function with Provincial Traffic and SAPS. Integrated VCP's (Vehicle Check Points) conducted with regards to Taxi violence and intimidation. |
| **Economic Development and Tourism** | LED | **Enterprise Development Support**<br>• The number of SMME's supported increased by 7% compared to the previous year.<br>• There was 40% participation from women owned businesses, that is a 2% drop from the previous year.<br>• There was 16% participation from youth owned businesses, that is a 4% increase from the previous year.<br>• There were 22 sectors supported (Spaza shop; fast foods; farming; cleaning; clothing and designs; security; catering; fisheries; fruit and vegetables; events and entertainment; technology; tshisa nyama; gas services; hair and beauty |

| Directorate/ Functional area | Sub Directorate | Highlights |
|---|---|---|
| | | (salons); auto mechanic; arts and craft; bakery; transport; lifeguard; meat supplies; electronic repairs; firewood).<br>• The 5 most supported sectors were: spaza shops 30%; fast foods 15%; tshisa nyama 11%; clothing and designs 5% and fisheries 5%.<br><br>**SMME Development and entrepreneurship eco-systems**<br><br>• **Hermanus Siyakha** funded more than 30 Small and Micro Enterprises for not more than R12 000 and each SMME were allocated a full-time mentor to ensure funds are properly utilized and ensure growth.<br>• **The LED-Grootbos Foundation Siyakhula Entrepreneurship Programme** The programme provides entrepreneurs (start-ups and expansionary ventures) an opportunity to apply for entry, get trained for 3 days and pitch for funding purposes. The programme resumed for the 6th consecutive year and received 250 applications compared to 108 from 2019 and 152 attended workshops; 88 pitched i.e 58% of the attendees and funded 40 start up and expansionary ventures. The programme used to run in 2 Towns (Gansbaai and Hermanus), in 2021 expanded to 5 locations (Gansbaai, Zwelihle, Hawston, Kleinmond, Stanford and Mount Pleasant). For the first time the programme included guest presentations from SEDA, NYDA and Standard Bank throughout the programme.<br>• **Western Cape Department of Economic Development and Tourism (DEDAT) relief funds for SMME's** - 92 assisted to apply in the Overstrand (both formal and informal businesses). DEDAT received 391 informal business applications across the Western Cape, 19 of the 23 approved is from the Overstrand i.e., 83%, 10 Kleinmond; 6 Stanford; 3 Gansbaai; 0 Hermanus. 12 informal traders received R15 000 each; 2 received R10 000 each; 1 received R8 000; 2 received R10 000 each; 1 received R7 500 and then 2 received R4 000.<br>• **Township and Rural Entrepreneur Programme (TREP)** - The Programme managed to register 250 informal traders to CIPC, with no cost incurred by any informal trader including tax registration. Informal traders cited above, who benefitted, are based in the following areas Ganbaai, Hermanus, Kleinmond and Stanford. 16 from Kleinmond, 16 from Gansbaai and 16 from Stanford. Four workshops were conducted to officially launch and introduce the packages to SMME's. The first two workshops took place on 9 October 2020 (Kleinmond and Hermanus) and later October Gansbaai and Stanford. Furthermore, another workshop took place on 8 December 2020 (Zwelihle Community Hall) to assist SMME's with compliances and clarify uncertainties over packages presented on previous workshops. The programme is currently busy with 48 informal traders in the mentorship program, as the second phase and each area, i.e. (Kleinmond, Hawston, Stanford and Gansbaai) are allocated a mentor to assist the first sampled batch of 16 SMME's. SEDA already sorted 32 TREP applicants |

| Directorate/ Functional area | Sub Directorate | Highlights |
|---|---|---|
| | | to the system. 1 Tshisa Nyama from Zwelihle located at the taxi rank has received R100 000 funding in form of equipment through the TREP programme. Currently awaiting feedback from SEDA regarding other applications submitted.<br><br>**Emerging Contractor Development**<br>• To promote social and economic development, the Municipality has developed a tool in line with other development practices in the country taking into consideration the legislative environment and the prevailing conditions in the area.<br>• There are 65 contractors supported from Civil, Building Construction, painting, electrical works etc.<br>• The partnership between NHBRC, Western Cape Human Settlements and Overstrand Municipality yielded 36 builders trained in Technical Aspects of Building, Health and Safety.<br>• The training programme is streamlined into phases, the next phase will be training all the participants from 2019-2021 in financial management for non-financial managers and project management.<br>• The civil contractors training was initiated as a measure to bridge the knowledge gap from new and existing level 1-2 CE PE contractors on tendering and other aspects.<br>• The training covered introduction to tendering with calculations and technical aspects, as well as applying legal aspects of disputes, calculating preliminaries, provision sums etc.<br>• The training was presented by Tjeka Private College and targeted 12 contractors with 8 attending and writing the exams. |
| **Infrastructure and Planning** | Building Services | The Building Control Department was not only privileged to be one of many municipal departments involved with the Hawston RDP Housing Project but also to handout 377 Occupancy certificates.<br><br>Building plans to the total value of R 1 118 348 520 were approved during 2020/21. |
| | GIS | The web services are constantly improved and displayed on every PC throughout the Overstrand Municipality as a spatial tool.<br><br>The public viewer is constantly improved and kept up to date, it has been made available via Overstrand's external web page for any member of the public to browse.<br><br>The Property Process is an ongoing project and updated constantly.<br><br>A Town Planning capturing tool was created and is currently in the testing phase. |
| | Engineering Services | Overstrand Sidewalks (Blompark & Stanford) – completed |
| | | Overstrand sidewalks (Masakhane & Proteadorp)- completed |
| | | Upgrading of Hawston Sport Grounds- Phase 2 completed |
| | | New 4ML Reservoir Masakhane completed |

| Directorate/ Functional area | Sub Directorate | Highlights |
|---|---|---|
| | | Upgrade Bulk Sewer Masakhane (Pumpstation)- Practical completion |
| | | CBD Regeneration & Construction of Stormwater Infrastructure for Hermanus CBD and Industrial Area- Completed |
| | | Masakhane Housing Project Bulk Stormwater- Phase 1 completed |
| | | Stanford Housing Project Bulk Stormwater - completed |
| | | Overhills Stormwater completed |
| | Town and Spatial Planning | • Adoption of the Overstrand Zoning Scheme; Overstrand Overlay Zones, Environmental & Heritage and Overstrand Spatial Development Framework reviewed.<br>• Phase II of Hermanus CBD Revitalisation. First project successful implemented. |
| | Engineering Planning | Successfully completed several capital projects, including the construction of new reservoirs at Gansbaai and Pringle Bay, commissioning of 2 new production boreholes for Hermanus, upgrading of the sewer network in Zwelihle, refurbishment of bulk water pipelines in Hermanus, and improved security fencing at various water installations. |
| | | Continued with several multi-year capital projects, including water pipe replacement in the Buffelsrivier water supply system, sewer network extension in Kleinmond, and started with an environmental impact assessment for the upgrade of the Kleinmond Wastewater Treatment Plant. |
| | | The Water Services Audit Report for 2019/20 was completed and submitted to DWS in October 2020, as required by legislation, and the Water Services Development Plan for 2021/22 was approved by Council in May 2021. |

**TABLE 80: PERFORMANCE HIGHLIGHTS PER FUNCTIONAL AREA**

## PHOTO GALLERY - AREA MANAGEMENT PROJECT HIGHLIGHTS

### HERMANUS ADMINISTRATION





Traffic Calming (Ward 3)




Cliff Path and Sidewalks (Ward 4)




New Streets, Sidewalks and Parking Areas (Ward 7)




Curbing and Tarring of Circles (Hawston) Bins (Fisherhaven) Ward 8)




Atlantic Drive Walkway and Traffic Calming (Ward 13)

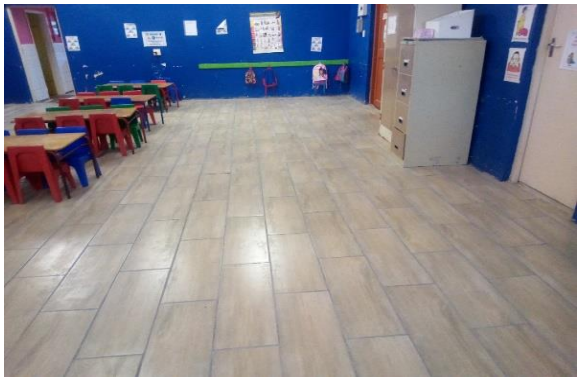


Upgrading of ward 5 play parks (Ilisa Street) (Ward 5)



Upgrading of Zwelihle Sport Field Changing Rooms

Upgrading of ward 6 ECD (Masibulele Educare Centre)



Upgrading of ward 6 ECD (Masizakhe Educare Centre).







Safe gurading of eletrical transformer (Ward 6)

Construction of Z.W Sports Field Boundary Wall (Ward 6)



Construction of Ponoane Street sidewalk (Ward 6)



Construction of Mahela Street sidewalk (Ward 6)



Upgrading of Siyakha Educare Centre (Ward 12)



Speed calming Heide Street (Ward 4)



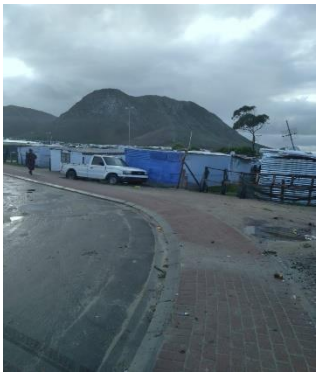
Tulip Street (Ward 4)




Speed calming Westcliff Drive (Ward 4)

## GANSBAAI/ STANFORD ADMINISTRATION

### WARD 1

Masakhane & Franskraal kerbing & paving



Masakhane Stormwater



Masakhane Soccer Stand



Gansbaai/Stanford Fleet Management increased



Blompark Sidewalks



Wheelie Bins distributed



Duiwelsgat Hiking Trail



Kleinbaai Sewerage





Vegetable Garden Project



Moving of Stanford Post Boxes



Pearly Beach Traffic Calming





Stanford, Short- & Longmarket Streets upgraded



Pearly Beach Board Walk





Buffeljachts Community Hall Roof replaced



Stanford Stormwater



Baardskeerdersbos Stormwater

## HANGKLIP/KLEINMOND ADMINISTRATION





Stonewall at Kleinmond Main Beach Parking Area







Stormwater Hangklip – Oyster and Diastella Roads in Betty's Bay




High Risk Fencing – Kleinmond Solid Waste Transfer Station




Retaining wall in 9th Avenue Kleinmond to create space for construction of sidewalk




Installation of speed humps in Kleinmond

# 3.3 COMPONENT A: BASIC SERVICES

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

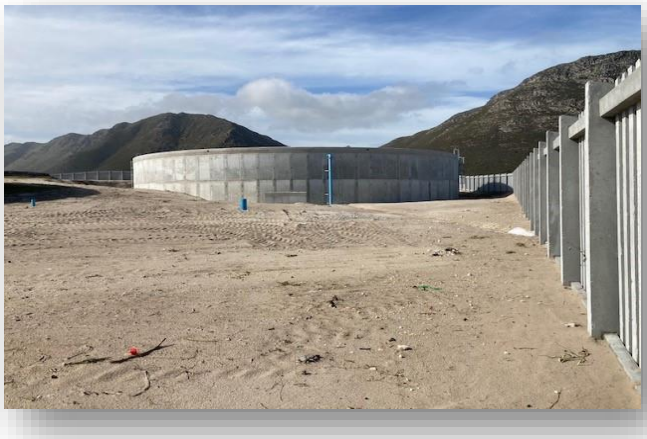
## 3.3.1 WATER PROVISION

### a) Introduction to Water Provision

Overstrand Municipality has 8 water schemes, providing drinking water to more than 100 000 residents. Water sources include rivers, dams, boreholes, and springs. All residents have access to at least a basic water supply service. The top priorities are to develop sufficient sources, adequate treatment capacity, as well as bulk and reticulation system capacity to address the housing backlog and to provide for growth and development in the foreseeable future, as well as to maintain and refurbish and replace aging existing infrastructure to ensure a sustainable water supply service.

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

The main projects for 2020/21 included the completion of the construction of new reservoirs at Gansbaai and at Pringle Bay, and the completion and commissioning of two new production boreholes in Hermanus. The replacement of ageing water pipes and domestic and bulk water meters continued.



The new 4 Mega litre reservoir constructed at Gansbaai



New production borehole at the Gateway well field, Hermanus

A water demand management strategy is in place, with the focus to keep water demand and water losses under control. The gross water losses for 2020/21 were 28.26%.

The training and development of process controllers at all the Overstrand treatment plants continued as part of the long-term bulk water services support contract.

## b) Highlights: Water Services

| Highlights | Description |
|---|---|
| Drought period in Hermanus ended | A five-year drought period in the Greater Hermanus area ended during the year, with above average rainfall, and the De Bos Dam starting to overflow in November 2020 for the first time in 4 years. |
| The review of the Overstrand Water Master Plan was completed | The Overstrand Water Master Plan was reviewed and updated, taking into account the latest SDF and population growth and development projections. |
| Gateway Well Field Expansion, Hermanus | The two new production boreholes which had been drilled at the Gateway well field, were equipped and commissioned and linked to the bulk water supply system of Hermanus. |
| Construction of 2 new reservoirs were completed at Pringle Bay and Gansbaai | A new 1.5 Ml reservoir was constructed at Pringle Bay, and a 4 Ml reservoir at Gansbaai, to add to the treated water storage capacity in these 2 towns. |
| Continuation of the water pipe replacement program | A contractor was appointed and commenced with a multi-year project for the replacement of aging water pipes in various Overstrand towns. |
| Being able to present water awareness shows at primary schools, adapted to the COVID-19 regulations. 1584 Learners were reached. | Last year many shows had to be cancelled due to the level 5 lockdown regulations. |

**TABLE 81: WATER SERVICES HIGHLIGHTS**

## c) Challenges: Water Services

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| Vandalism and theft of infrastructure and equipment | Improved security measures were implemented at several water installations to address the growing tendency of theft and vandalism. |
| Aging infrastructure | Funds were secured for the continuation of the water pipe replacement program, with escalating frequency of pipe bursts in some areas. The rate of pipe replacement needs to be escalated. |
| Additional water source required for Hermanus in the medium term | A feasibility study was completed for water source augmentation options for the Greater Hermanus area. Funds will have to be secured for implementation of the first phase within the next 5 years. |

**TABLE 82: WATER SERVICES CHALLENGES**

| Total Use of Water by Sector (cubic meters) | | | | | |
|---|---|---|---|---|---|
| **Year** | **Agriculture** | **Forestry** | **Industrial** | **Domestic** | **Un accountable water losses** |
| **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 |
| **2020/21** | 0 | 0 | 1 280 370 | 4 311 411 | 2 077 312 |
| *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 83: TOTAL WATER USE BY SECTOR (CUBIC METERS)**

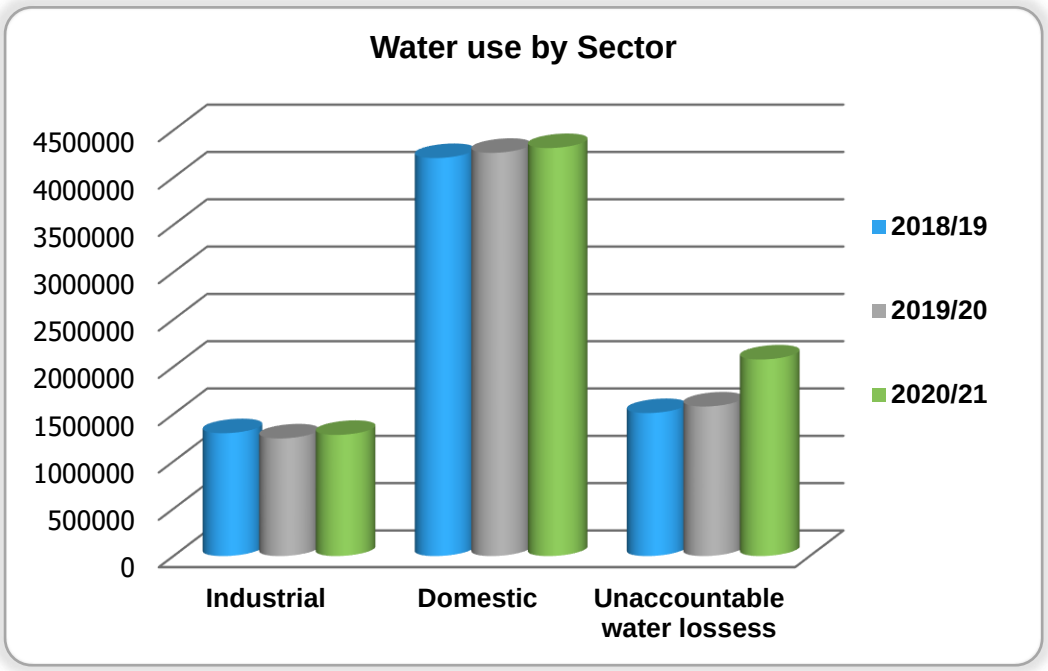



**FIGURE 11: WATER USE BY SECTOR**

| Water Service Delivery Levels | | | | |
|---|---|---|---|---|
| **Households** | | | | |
| **Description** | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| | **Actual** | **Actual** | **Actual** | **Actual** |
| | **No.** | **No.** | **No.** | **No.** |
| **Water: (above min level)** | | | | |
| Piped water inside dwelling | 29174 | 29800 | 29946 | 30 111 |
| Piped water inside yard (but not in dwelling) | 0 | 0 | 0 | 0 |
| Using public tap (within 200m from dwelling ) | 3052 | 3620 | 3675 | 3 775 |

| Water Service Delivery Levels | | | | |
|---|---|---|---|---|
| Households | | | | |
| Description | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
| | Actual | Actual | Actual | Actual |
| | No. | No. | No. | No. |
| Other water supply (within 200m) | 0 | 3555 | 0 | |
| *Minimum Service Level and Above sub-total* | 32226 | 33420 | 33621 | 33 886 |
| *Minimum Service Level and Above Percentage* | 100 | 100 | 100 | 100% |
| **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** | **32226** | **33420** | **33621** | **33 886** |

TABLE 84: WATER SERVICE DELIVERY LEVELS: HOUSEHOLDS

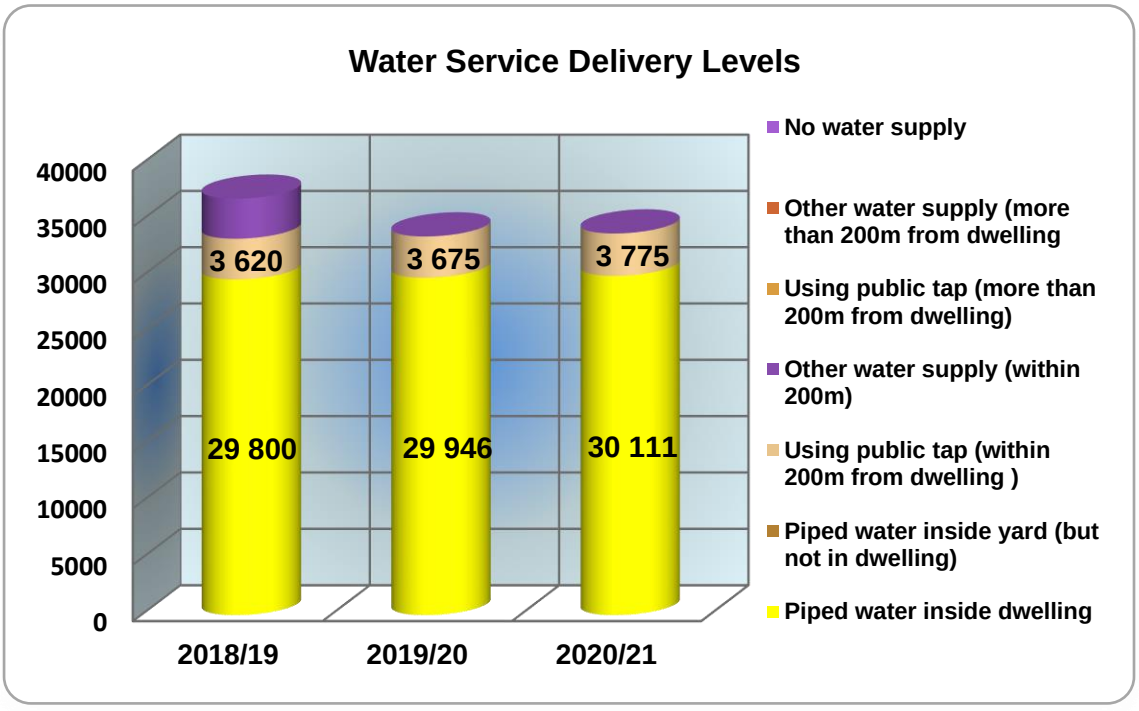



FIGURE 12: WATER SERVICE DELIVERY LEVELS

| 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#** |
| 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% |
| 2020/21 | 10.65% | **100%** | 24.2% (*Indigent/formal householdsx100 =* 7278/30111*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*<br>*# 6,000 litres of potable water supplied per formal connection per month*<br>** Total households in informal areas / total households in Overstrand as a %.* | | | |

**TABLE 85: ACCESS TO WATER**

## d) Service delivery indicators

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | 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 | 98,45% | **95.00%** | **98.83%** | 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 | 23,04% | **19.00%** | **28.26%** | R | Target not met. Reduction in Operational Losses, pipe and meter replacements. |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Annual Target | Actual | R | Corrective Measures |
| 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 | **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 | 317 | **300** | **341** | 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 | 29946 | **29 946** | **30 111** | G2 | Target well met |
| TL45 | 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 | 104 | **80** | **80** | G | Target met |

**TABLE 86: SERVICE DELIVERY INDICATORS: WATER SERVICES**

| Employees: Water Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | Employees | Employees | Employees | Posts | Employees | Vacancies (fulltime equivalents) | Vacancies (as a % of total posts) |
| | No. | No. | No. | No. | No. | No. | % |
| 0 - 3 | 16 | 19 | 15 | 18 | 18 | 0 | 0% |
| 4 - 6 | 5 | 7 | 6 | 9 | 6 | 3 | 33% |
| 7 - 9 | 2 | 3 | 4 | 4 | 4 | 0 | 0% |
| 10 - 12 | 10 | 11 | 11 | 10 | 10 | 0 | 0% |
| 13 - 15 | 3 | 3 | 3 | 5 | 3 | 2 | 40% |
| 16 - 18 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| 19 - 20 | 1 | 1 | 1 | 1 | 1 | 0 | 0% |
| **Total** | **37** | **44** | **40** | **47** | **42** | **5** | **10.6%** |

**TABLE 87: 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 2020/21: Water Services | | | | | |
|---|---|---|---|---|---|
| R' | | | | | |
| Capital Projects | 2020/21 | | | | |
| | Budget | Adjustment Budget | Actual Expenditure | Variance from original budget | Total Project Value |
| Water Master Plan Implementation | 12 033 060 | 11 462 362 | 4 189 532 | -7 843 528 | 12 033 060 |
| Refurbishment of Bulk Water Pipelines | 900 000 | 900 000 | 891 260 | -8 740 | 900 000 |
| Fencing at Water Installations | 700 000 | 720 000 | 716 711 | +16 711 | 700 000 |
| Replacement of Overstrand Water Pipes | 5 826 599 | 5 826 599 | 5 780 211 | -46 388 | 5 826 599 |
| Water Facilities Contingency | 900 000 | 946 097 | 855 251 | 44 749 | 900 000 |
| New 4 Ml Reservoir at Gansbaai | 9 881 744 | 9 881 744 | 8 995 664 | -967 824 | 9 881 744 |
| Upgrade Hermanus Well Fields | 10 500 000 | 8 500 000 | 3 808 238 | -6 691 762 | 10 500 000 |
| New Reservoir at Pringle Bay | 8 135 000 | 8 135 000 | 7 071 014 | -1 063 986 | 8 135 000 |
| Klipgat Grotte Pump stations Refurbish | 900 000 | 900 000 | 894 156 | -5 844 | 900 000 |
| Access Roads to Klein & Buffelsriv WTW | 1 100 000 | 1 100 000 | 1 100 000 | 0 | 1 100 000 |
| Basic Services to Emergency Housing | 100 000 | 100 000 | 95 357 | -4 643 | 100 000 |
| EHP Water Provision Informal Settlements | 350 000 | 750 000 | 552 474 | +202 474 | 350 000 |
| Refurb Elec Panel Stanford Fountain | 600 000 | 600 000 | 533 903 | -66 097 | 600 000 |
| **Total All** | **52 606 403** | **50 035 705** | **34 474 600** | **18 131 802** | **52 606 403** |
| *Total project value represents the estimated cost of the project on approval by Council* | | | | | |

**TABLE 88: CAPITAL EXPENDITURE 2020/21: WATER SERVICES**

68.9% of the adjusted capital budget for Water for 2020/21 was spent. Unspent funds have been rolled over to the 2021/22 financial year where applicable, to enable continuation of the projects. The reasons for the under spending on capital projects include inter alia the lengthy supply chain management processes, delays in construction due to the COVID-19 pandemic, and in some instances poor performance by contractors.

## 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 wastewater schemes during 2020/21.



Extension of the sewer network in the Mountain avenues of Kleinmond



Upgrade of the main sewer in the Sipumelelo Corridor, Zwelihle, Hermanus

## b) Highlights Waste Water (Sanitation) Provision

| Highlights | Description |
|---|---|
| Commenced an environmental impact assessment process for the upgrade of the Kleinmond Wastewater Treatment Works | A feasibility study was completed for the upgrade of the Kleinmond Wastewater Treatment Works. With the plant being situated within the Kogelberg Biosphere Reserve, an environmental impact assessment is currently being executed. |
| The review of the Overstrand Sewer Master Plan was completed | The Overstrand Sewer Master Plan was reviewed and updated, taking into account the latest SDF and population growth and development projections. |
| Completion of several capital projects | The next phases of the extension and upgrade of sewer networks in Gansbaai, Kleinmond and Zwelihle were completed. |

**TABLE 89: WASTE WATER (SANITATION) PROVISION HIGHLIGHTS**

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

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| Need for the upgrade of Wastewater treatment facilities in some areas | Funds were secured to commence with the process of upgrading the Kleinmond wastewater treatment plant. The Hawston plant will need to follow – feasibility study completed. |
| Extension of waterborne sewer networks | Elimination of sewer tanks by laying new sewer pipe networks and connecting properties to it. The next phase of construction in Gansbaai and Kleinmond was completed. |
| 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 the ratio of sanitation facilities to households in informal settlements, and provision of basic services at new informal settlements. Ongoing project. |
| 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 to be upscaled. |
| 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 90: WASTE WATER (SANITATION) PROVISION CHALLENGES**

| Sanitation service Delivery Levels | | | | |
|---|---|---|---|---|
| **Households** | | | | |
| **Description** | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| | **Actual** | **Actual** | **Actual** | **Actual** |
| | **No.** | **No.** | **No.** | **No.** |
| ***Sanitation/sewerage: (above minimum level)*** | | | | |
| Flush toilet (connected to sewerage) | 0 DB4 SYSTEM CANNOT DIFFRENCIATE TOTALS | 0 | **30060** DB4 SYSTEM CANNOT DIFFRENCIATE TOTALS | **30 420** DB4 SYSTEM CANNOT DIFFRENCIATE TOTALS |
| Flush toilet (with septic tank) | 0 DB4 SYSTEM CANNOT DIFFRENCIATE TOTALS | 0 | 0 DB4 SYSTEM CANNOT DIFFRENCIATE TOTALS | 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 | 3555 | 3675 | 3 779 |
| *Minimum Service Level and Above sub-total* | 32217 | 33251 | 33735 | 34 199 |
| *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 |
| *Below Minimum Service Level sub-total* | 0 | 0 | 0 | 0 |
| *Below Minimum Service Level Percentage* | 0 | 0 | 0 | 0 |
| **Total households** | **32217** (Informal households included (29165+3052) | **33251** (Informal households included (29361+3620) | **33735** (Informal households included (30060+3675) | **34199** (Informal households included (30420+3779) |
| *Including informal settlements* | | | | |
| The financial system (DB4) cannot differentiate totals for the four financial years | | | | |

**TABLE 91: SANITATION SERVICE DELIVERY LEVELS**

## d) Service Delivery Indicators

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Perforamce 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Annual Target | Actual | R | Corrective Measures |
| TL3 | The provision and maintenance of municipal services | Quality of effluent comply 90% with general or special limit in terms of the Water Act (Act 36 of 1998) | % compliance | All | **86.34%** | **90.00%** | **79.16%** | O | Target almost met. The Pearly Beach WWTW's process design (oxidation ponds) is of such a nature that it cannot comply fully with the General Standards. Feasibility studies for the refurbishment and upgrade of the Kleinmond and Hawston WWTW's have been completed. Budgetary provision are being be made for upgrades at these plants. |
| 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 | **885** | **930** | **934** | G2 | Target well met |
| 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 | **30 060** | **30 060** | **30 420** | G2 | Target well met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Perforamce 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Annual Target | Actual | R | Corrective Measures |
| TL46 | 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 | **137** | **105** | **139** | G2 | Target well met |

**TABLE 92: SERVICE DELIVERY INDICATORS: WASTE WATER (SANITATION) PROVISION**

| Employees: Sanitation Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | Employees | Employees | Employees | Posts | Employees | Vacancies (fulltime equivalents) | Vacancies (as a % of total posts) |
| | No. | No. | No. | No. | No. | No. | % |
| 0 - 3 | 39 | 42 | 42 | 42 | 42 | 0 | 0% |
| 4 - 6 | 4 | 3 | 3 | 4 | 3 | 1 | 25% |
| 7 - 9 | 14 | 14 | 14 | 14 | 12 | 2 | 16.6% |
| 10 - 12 | 5 | 4 | 4 | 6 | 6 | 0 | 0% |
| 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** | **64** | **65** | **65** | **68** | **65** | **3** | **4.4%** |

**TABLE 93: EMPLOYEES WASTE WATER (SANITATION) PROVISION**

| Capital Expenditure 2020/21: Sanitation Services | | | | | |
|---|---|---|---|---|---|
| R' | | | | | |
| **Capital Projects** | **2020/21** | | | | |
| | **Budget** | **Adjustment Budget** | **Actual Expenditure** | **Variance from original budget** | **Total Project Value** |
| Water Facilities Contingency | 600 000 | 600 000 | 599 977 | -23 | 600 000 |
| Kleinmond Sewer Network Extension | 8 000 000 | 8 000 000 | 3 621 556 | -4 378 444 | 8 000 000 |
| Kleinmond WWTW Refurbish/Upgrade | 5 400 00 | 1 490 000 | 409 808 | -4 990 192 | 5 400 000 |
| Upgrade of Kidbrooke Pipeline | 1 848 326 | 2 058 326 | 2 014 770 | +166 344 | 1 848 326 |
| Rehab main sewer to Kleinmond WWTW | 3 461 400 | 3 461 400 | 3 455 301 | -6 099 | 3 461 400 |
| Upgrade Bulk Sewer Pumpstation | 3 920 000 | 3 651 000 | 3 651 000 | 0 | 3 651 000 |
| Fencing at Sewer Installations | 800 000 | 800 000 | 791 375 | -8 625 | 800 000 |
| Gansbaai CBD Sewer Network Extension | 4 000 000 | 1 750 000 | 651 824 | -3 348 176 | 4 000 000 |
| Upgrading of Pump Stations and Rising Mains | 4 600 000 | 3 300 000 | 1 422 861 | -3 177 139 | 4 600 000 |
| Zwelihle Sewer Upgrades | 11 934 363 | 11 934 363 | 11 479 875 | -454 488 | 11 934 363 |
| Emergency Housing Project Schulphoek | 2 400 000 | 1 400 000 | 0 | - 1400 000 | 2 400 000 |
| EHP Sewer Provision for Informal Settlements | 650 000 | 1 650 000 | 1 121 046 | +671 046 | 650 000 |
| Basic Services for Emergency Housing | 162 000 | 162 000 | 92 566 | -69 434 | 162 000 |
| Upgrade Bulk Sewer Areas A&B | 0 | 1 201 376 | 1 201 376 | +1 201 376 | 0 |
| **Total All** | **47 776 089** | **41 458 465** | **30 513 336** | **17 262 753** | **47 776 089** |
| | | | | | |
| *Total project value represents the estimated cost of the project on approval by Council* | | | | | |

**TABLE 94: CAPITAL EXPENDITURE 2020/21: WASTE WATER (SANITATION) PROVISION**

73.6% of the adjusted capital budget for Sanitation for 2020/21 was spent. Unspent funds have been rolled over to the 2021/22 financial year where applicable, to enable continuation of the relevant projects. The reasons for the under spending on capital projects included inter alia lengthy supply chain management processes, unavoidable delays in construction on all projects due to the COVID-19 pandemic, and poor performance of some contractors.

## 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. Housing projects in various parts of the Overstrand have kicked off in 2020.

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 27 applications with a combined installed capacity of 213.8 kVA completed. 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.

On 28 April 2021 a Renewable energy item was approved by Overstrand Municipality's council. It states the following:
Council approves that the municipality transition its energy supply, where feasible, to low carbon and renewable sources, in compliance with the revised Regulations on New Generation Capacity and all other relevant regulations, by:

- Continuing with the Small Scale Embedded Generation program
- Developing renewable energy sources
- Procuring renewable energy from Independent Power Producers; and
- Making the municipality's electrical network available to compliant and approved energy producers and energy traders to wheel energy over the municipal network.

Overstrand was also recently included in the Municipal Energy Resilience Project on Provincial level. Various discussions are underway with interested parties regarding the purchasing of electricity as well as wheeling electricity over our network.

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 7.35% for the 2020/21 financial year as opposed to the 6.02% in the preceding 2019/20 financial year. Technical losses are calculated at ± 5%. In terms of the average electricity losses of 15% 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.

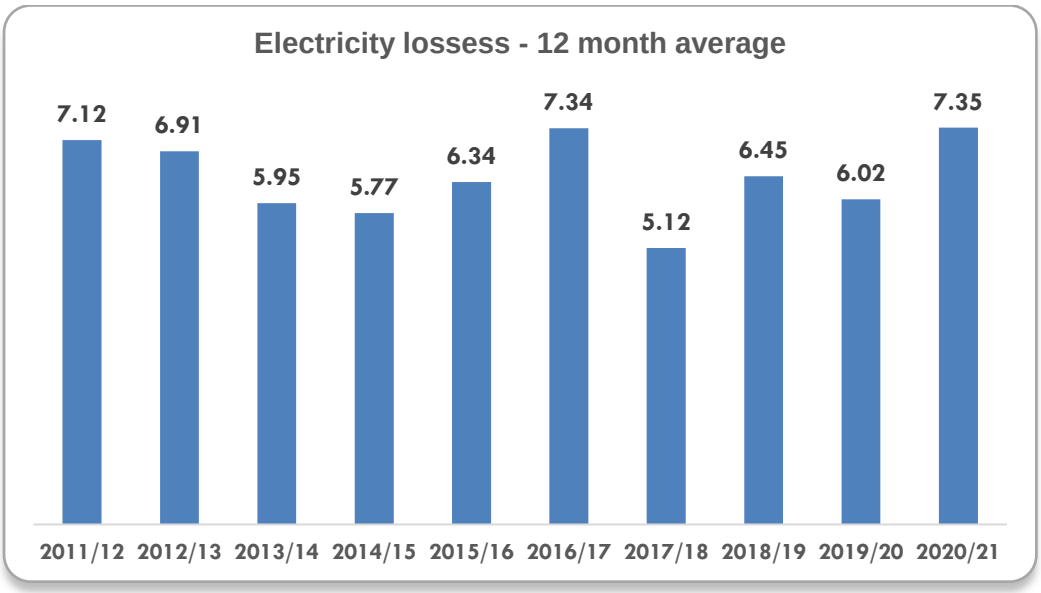



**FIGURE 13: ELECTRICITY LOSSES**

## c) Highlights: Electricity

| Highlights | Description |
|---|---|
| Approved Renewable energy item by Council | Council approves that the municipality transition its energy supply, where feasible, to low carbon and renewable sources, in compliance with the revised Regulations on New Generation Capacity and all other relevant regulations, by:<br>• Continuing with the Small-Scale Embedded Generation program<br>• Developing renewable energy sources<br>• Procuring renewable energy from Independent Power Producers; and<br>• Making the municipality's electrical network available to compliant and approved energy producers and energy traders to wheel energy over the municipal network. |
| Municipal Energy Resilience Project | Overstrand Municipality has been included in the Municipal Resilience Project for the Western Cape. The objective of this project is to improve energy and economic resilience in the Western Cape and South Africa. The strategic dimensions of the project include energy security, energy affordability, environmental sustainability and economic development and growth. |
| Birkenhead 66kV Substation | The Birkenhead 66kV Substation project has started. The project will strengthen the electricity supply and unlock the agriculture and industrial industry in Gansbaai area which is in desperate need for growth in employment |
| Replacement of very old miniature substations | Replaced miniature substations at Wembley Rd, Hawston, and Beach Club in Hermanus. |
| Installed new street lighting | Installed new streetlighting via the ward specific projects (WSP) in Fisherhaven, Onrus/Vermont and Hermanus. |
| Re-electrified households after the Zwelihle Transit camp civil work upgrade. | Re-electrified households in Transit camp after the upgrade of civil works. |
| Electrification of new houses in Swartdam C1 project in progress. | Electrification of new houses in Swartdam C1. |

**TABLE 95: ELECTRICITY HIGHLIGHTS**



Replacement of miniature substations and installation of new streetlighting in Greater Hermanus



Re-electrification of households in Zwelihle Transit Camp



Electrification of new houses are in progress at Swartdam C1.

## d) Challenges: Electricity

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| 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. |
| Theft of electricity (tampering), cables and vandalism | Theft and vandalism are 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 |

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| | Overstrand areas on a regular basis. This is a major concern for Overstrand and its consumers. |

**TABLE 96: ELECTRICITY CHALLENGES**







Attending to damaged electrical infrastructure and illegal and unsafe electrical connections

| Electricity Service Delivery Levels | | | | |
|---|---|---|---|---|
| Households | | | | |
| Description | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
| | Actual | Actual | Actual | Actual |
| | No. | No. | No. | No. |
| | | | | |
| Electricity (at least min. service level) | 6112 | 5831 | 5946 | 5826 |
| Electricity - prepaid (min. service level) | 18814 | 19464 | 19731 | 20146 |
| *Minimum Service Level and Above sub-total* | 24926 | 25295 | 25677 | 25972 |
| *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** | **24926** | **25295** | **25677** | **25972** |

**TABLE 97: ELECTRICITY SERVICE DELIVERY LEVELS**

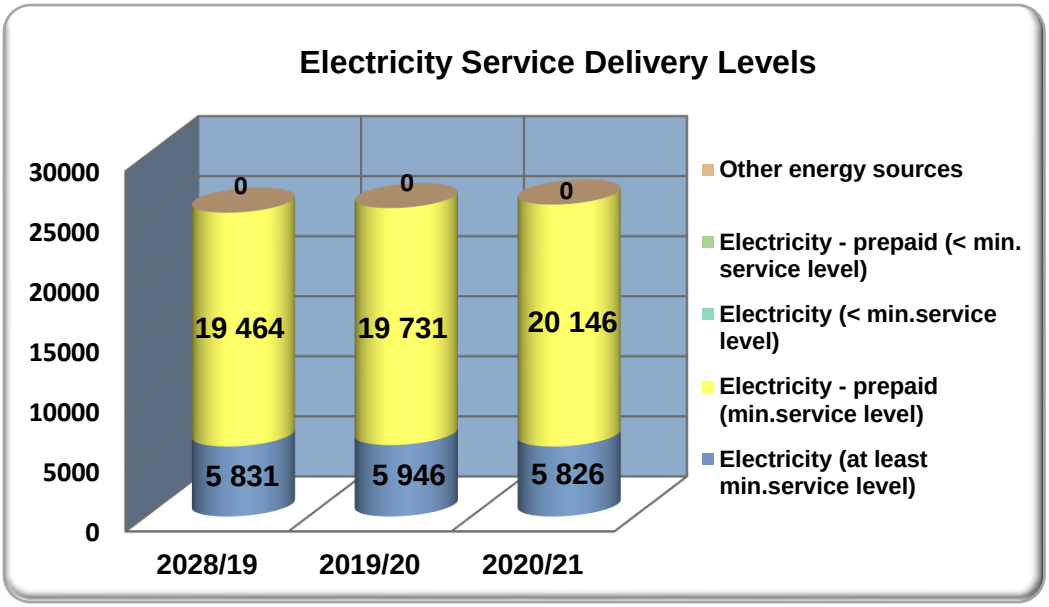



FIGURE 14: ELECTRICITY SERVICE DELIVERY LEVELS

| Households – Electricity Service Delivery Levels below the minimum | | | | | | |
|---|---|---|---|---|---|---|
| Households | | | | | | |
| Description | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | |
| | Actual | Actual | Actual | Original Budget | Adjusted Budget | Actual |
| | No. | No. | No. | No. | No. | No. |
| Formal Settlements | | | | | | |
| **Total households** | **24926** | **27732** | **25677** | **25972** | **25972** | **25972** |
| 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** | **2285** | **2526** | **2527** | **2552** | **2552** | **2552** |
| 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 98: HOUSEHOLDS - ELECTRICITY SERVICE DELIVERY LEVELS BELOW THE MINIMUM

## e) Service Delivery Indicators

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall perofrmance for 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Annual 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 | **6.02%** | **7.50%** | **7.35%** | 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 | **21 546** | **21 332** | **21 914** | G2 | Target well met |

**TABLE 99: SERVICE DELIVERY INDICATORS: ELECTRICITY**

| Employees: Electricity Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | Employees | Employees | Employees | Posts | Employees | Vacancies (fulltime equivalents) | Vacancies (as a % of total posts) |
| | No. | No. | No. | No. | No. | No. | % |
| 0 - 3 | 28 | 26 | 24 | 24 | 24 | 0 | 0% |
| 4 - 6 | 5 | 7 | 14 | 14 | 14 | 0 | 0% |
| 7 - 9 | 9 | 12 | 11 | 12 | 11 | 1 | 8.33% |
| 10 - 12 | 11 | 13 | 14 | 16 | 14 | 2 | 12.5% |
| 13 - 15 | 6 | 6 | 5 | 6 | 4 | 2 | 33.33% |
| 16 - 18 | 2 | 2 | 2 | 2 | 2 | 0 | 0% |
| 19 - 20 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total** | **61** | **66** | **70** | **74** | **69** | **5** | **10.63%** |

**TABLE 100: EMPLOYEES: ELECTRICITY SERVICES**

| Capital Expenditure 2020/21: Electricity Services | | | | | |
|---|---|---|---|---|---|
| R'000 | | | | | |
| | 2020/21 | | | | |
| Capital Projects | Budget | Adjustment Budget | Actual Expenditure | Variance from original budget | Total Project Value |
| | | | | R | |
| **Total All** | **20869** | **19642** | **10467** | **11175** | **10467** |
| Fkraal KBaai BHead New 66 11kV Substation | 696 | 696 | 693 | 3 | 693 |
| Streetlights (Ward 3 Hermanus) | 100 | 100 | 100 | 0 | 100 |
| Streetlights (Ward 8 Hawston) | 15 | 15 | 15 | 0 | 15 |
| Streetlights (Ward 13 Onrus/Vermont) | 30 | 30 | 30 | 0 | 30 |
| Electrification of low-cost Housing areas | 2500 | 2500 | 2500 | 0 | 2500 |
| Electrification of low-cost Housing areas (INEP) | 8000 | 6000 | 6000 | 2000 | 6000 |
| High Mast Lights (Ward 5 Zwehlihle) | 800 | 800 | 56 | 744 | 56 |
| Zithande Streetlights (Ward 12 Zwehlihle) | 377 | 773 | 31 | 742 | 31 |
| Hermanus: MV & LV Upgrade/Replacement (F1&2/3) | 5053 | 5053 | 73 | 4980 | 73 |
| Kleinmond: MV & LV Network Upgrade (F1&2/3) | 1902 | 1902 | 23 | 1879 | 23 |
| Hawston: MV & LV Upgrade/Replacement (F1/2) | 396 | 773 | 31 | 742 | 31 |
| Electricity Transformers Capital Replacement Contingency | 1000 | 1000 | 915 | 85 | 915 |

**TABLE 101: CAPITAL EXPENDITURE 2020/21: ELECTRICITY SERVICES**

53.29% of the capital budget for electricity for 2020/21 was spent. The main tender for the medium volt (MV) and low volt (LV) electricity upgrade and replacement in Hermanus and Kleinmond was rolled over to 2021/22 due to the tender not been awarded in 2020/21. The tender was awarded at end of July 2021.

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



Construction of the New Hermanus public drop-off facility

### a) Introduction to Waste Management

The Municipality delivers an efficient 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 remained suspended in the Hermanus and Kleinmond areas as a result of the closure of the Hermanus Material Recovery Facility (MRF) after it was severely damaged during the June 2018 unrest. The contract with Walker Bay Recycling was cancelled which then meant that there was no legally contracted recycling offloading point for the municipality to drop off the clear bag recyclables.

The operations at the Gansbaai Material Recovery Facility, which is operated by a private contractor on behalf of Overstrand Municipality was down scaled during the year and currently provides jobs for 4 permanent staff. It has been another tough year for them as some of the buyers for their recycled product are still not purchasing or limiting the volumes of recycled materials that they will accept, for example Consol Glass who closed their door to the Gansbaai MRF for most of the year and have only offered the facility a reduced tonnage allocation from end of May 2021 again, with strict quality contamination requirements. The effects of the COVID-19 lockdown have also impacted on their operations, but they are however still recycling with all the required COVID-19

health and safety protocols in place. Hopefully when the market turns they will be able to upscale again.

During the year the Walkerbay Recycling business, which provided a recycling service to private clients, relocated from the Sandbaai industrial area to the Salandra area off the R43 near Bot River.

Three other smaller waste recycling operators have continued to operate during the last year; two in Hermanus and the third in the Kleinmond area.

The construction of the new Materials Recovery and Public Drop off facility in Hermanus started during the financial year and is now at an advanced stage, it is anticipated that construction should be completed during September 2021 for recycling to commence in the last quarter of 2021.

The tender for the operation of the new Hermanus Material Recovery Facility was advertised during 2021 and this tender is in the final stages of the supply chain process and an award is imminent.

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 15 years, and Karwyderskraal landfill, which is owned by the Overberg District Municipality, and has a remaining lifespan of about 49 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 site 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 waste containers in Zwelihle and Masakhane.

Private local contractors are deployed to specific demarcated areas for area and street cleaning. This operational style has worked well in the Overstrand. Although their main purpose is cleaning, they must also do awareness about cleanliness. The three contract 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 By-law was reviewed, and a draft By-law was provided for public comment. There was a total of 7 comments received from the members of the public these were then considered / reviewed and changes made where deemed appropriate. The By-law was presented at the June Portfolio Committee meeting, and was then recommended to Council for final approval, which should happen in August 2021.

The fifth generation Integrated Waste Management Plan is available on the Overstrand web site at https://www.overstrand.gov.za/en/documents/strategic-documents/integrated-waste-management

The management of our waste and baboons has continued to be a challenge for the municipality, and Human Wildlife Solutions were 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 Environmental Management section of this report. Note that a baboon proof bin is compulsory in areas that are declared as problem areas.

With regards to education and awareness for the youth, the contract that was awarded in 2019 for the hosting of puppet shows and live shows to educate students about recycling and illegal dumping continued. The shows were presented by Story Team during May 2021 in Afrikaans, English and isiXhosa, and they reached 1729 students at various schools across the Overstrand. Due to the COVID-19 restrictions, the shows this year were presented to small audiences to allow for social distancing. An additional benefit this year was that the show was also in part presented by 4 in training community talented actors, as part of Story Team's social commitment to the Overstrand municipality and these new actors fared very well.

## b) Highlights: Waste Management

| Highlights | Description |
|---|---|
| The commencement of construction of the New MRF and public drop-off facility for Hermanus | WCB Holdings started with the construction of the new facility in July 2020 and the project's latest planned completion date is September 2021 |
| Review and Update of the Integrated Waste Management By-law | The By-law has been reviewed and will be on the Council agenda in August 2021 for review and approval. |
| Being able to present our waste awareness shows at the schools this year with the ongoing COVID conditions being imposed on our schools. | Last year we had to cancel all our shows on the last minute as the planned dates coincided with the level 5 lockdown. |

**TABLE 102: WASTE MANAGEMENT HIGHLIGHTS**





New Hermanus Material Recovery Facility and Drop-Off Facility under construction







Story Team educational shows at the schools and the new young actors

## c) Challenges: Waste Management

| Description | Progress in 2020/21 to address challenge |
|---|---|
| Ongoing damage & vandalism at Stanford Drop off site. | Damage to be repaired via insurance claim. Perimeter fence enforced with flat wrap razor wire to try and improve quality of fence. |

| Description | Progress in 2020/21 to address challenge |
|---|---|
| Enforcement of animal proof bins in baboon hot spot areas. | By-law been amended with regard to declared areas to assist law enforcement with the enforcement of the By-law. |
| Construction of the MRF in Hermanus area | The damage to the structural steel and delays with securing replacement steel and then getting it galvanised caused a big delay for the project. |

**TABLE 103: WASTE MANAGEMENT CHALLENGES**



Photo of the last Stanford drop-of fire, the resultant damage and additional flat wrap security fencing now installed to try and secure the site.

| Solid Waste Service Delivery Levels | | | | |
|---|---|---|---|---|
| **Households** | | | | |
| **Description** | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| | **Actual** | **Actual** | **Actual** | **Actual** |
| | **No.** | **No.** | **No.** | **No.** |
| ***Solid Waste Removal: (Minimum level)*** | | | | |
| Removed at least once a week | 32 695 | 34782 | 33 366 | 33 895 |
| *Minimum Service Level and Above sub-total* | **32 695** | **34782** | **33 366** | **33 895** |
| *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 |

| Solid Waste Service Delivery Levels | | | | |
|---|---|---|---|---|
| Households | | | | |
| Description | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
| | Actual | Actual | Actual | Actual |
| | No. | No. | No. | No. |
| 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** | **32 695** | **34782** | **33 366** | **33 895** |

TABLE 104: SOLID WASTE SERVICE DELIVERY LEVELS

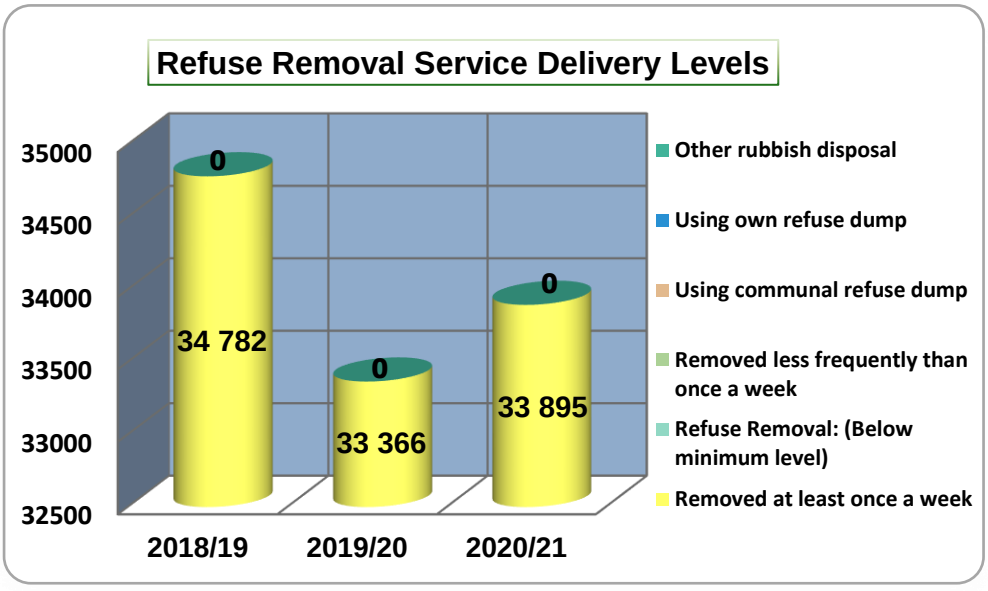



FIGURE 15: REFUSE REMOVAL SERVICE DELIVERY LEVELS

## d) Service Delivery Indicators

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall performance 2020/2021 | | |
|---|---|---|---|---|---|---|---|---|
| | | | | | | Annual 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 | Number of formal households for which refuse is removed at least once a week | All | **33 366** | **33 895** | G2 | Target well met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall performance 2020/2021 | | |
|---|---|---|---|---|---|---|---|---|
| | | | | | | Annual Actual | R | Corrective Measures |
| | | (SAMRAS)) (MPPMR Reg 10 (a)) | | | | | | |
| 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 | **53** | **52** | G | Target met |

**TABLE 105: SERVICE DELIVERY INDICATORS: SOLID WASTE MANAGEMENT**

| Employees: Solid Waste Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | Employees | Employees | Employees | Posts | Employees | Vacancies (fulltime equivalents) | Vacancies (as a % of total posts) |
| | No. | No. | No. | No. | No. | No. | % |
| 0 - 3 | 110 | 115 | 115 | 115 | 114 | 1 | 0.008% |
| 4 - 6 | 2 | 1 | 1 | 1 | 1 | 0 | 0 |
| 7 - 9 | 18 | 18 | 18 | 18 | 18 | 0 | 0 |
| 10 - 12 | 2 | 2 | 2 | 2 | 2 | 0 | 0 |
| 13 - 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 16 - 18 | 1 | 1 | 1 | 1 | 1 | 0 | 0 |
| 19 - 20 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Total** | **133** | **137** | **137** | **137** | **136** | **1** | **0.72%** |

**TABLE 106: EMPLOYEES: SOLID WASTE SERVICES**





New security fences at Gansbaai Landfill and Kleinmond Transfer Station

**Capital expenditure on waste management**

| Capital Expenditure 2020/21: Solid Waste Services | | | | | |
|---|---|---|---|---|---|
| R' | | | | | |
| Capital Projects | 2020/21 | | | | |
| | Budget | Adjustment Budget | Actual Expenditure | Variance from original budget | Total Project Value |
| **Total all** | | | | | |
| Hermanus New Waste Management Facility | 17 963 569 | 18 063 569 | 15 021 636 | 2 941 933 | 19 256 522 |
| Gansbaai Landfill site Fence | 2 500 000 | 2 500 000 | 1 931 805 | 568 195 | 1 931 805 |
| Wheellie bins 140lt | 500 000 | 0 | 0 | 500 000 | 0 |
| Bins | 15 000 | 0 | 0 | 15 000 | 0 |
| Kleinmond Transfer Station Fencing | 1 460 000 | 1 460 000 | 1 411 716 | 48 284 | 1 411 7146 |
| | | | | - | |
| *Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)* | | | | | |

**TABLE 107: CAPITAL EXPENDITURE 2020/21 SOLID WASTE SERVICES**

82% of the original capital budget for Waste Management for 2020/21 was spent during the year.

The capital expenditure for the current 2020/21 financial year was limited to three main areas namely, the new Hermanus waste management facility, new site fencing at the Gansbaai landfill and at the Kleinmond Transfer Station, and new bins.

The capital spend on the new Hermanus Waste Management Facility was slower than originally planned due to delays with the construction of the Materials Recovery Facility Building as a result of some of the structural steel being damaged during installation by strong winds and needed to be replaced. (Long lead time for the procuring and supply of steel products.)

The high-risk fencing for Gansbaai landfill site and Kleinmond Transfer Station were both completed during the financial year as planned.

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.

Permission to remove the body of Hawston Landfill to Karwyderskraal, the regional landfill site, was given by the Department of Environmental Affairs, and the removal project started in May 2020, with

all the waste been removed by August 2020. The soil tests were done as required and a report of the project and findings was submitted to the Department by Gibb for review, and guidance from DEADP on the way forward is being awaited. The project should be completed in the 2021/22 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.

The waste management team provides a good and effective refuse removal service and are coping well. Once the MRF comes online it will go a long way to improving the municipality's recycling and waste diversion targets. The next challenge is to improve the rate of organic waste diversion from landfill, and to this end discussions with Overberg District Munucipality at Karwyderskraal re the composting of additional organic waste streams are in progress.

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** |
| 4. | Mandela Square, Zwelihle UISP – 83 services | Installation of civil services commenced during February 2018 and practical completion was achieved at the end of March 2020. | **2017/2018/2019/2020** | **83** |
| 5. | Beverly Hills UISP – 100 sites | Installation of civil services commenced during November 2017 and practical completion was achieved at the end of March 2020. | **2017/2018/2019/2020** | **100** |
| 6. | Blompark IRDP – 544 services | Installation of civil services commenced during November 2017 and practical completion was achieved during December 2019. | **2017/2018/2019/2020** | **544** |

**Projects Completed during 2020/2021**

### HAWSTON TOP STRUCTURES – 378 HOUSES

Project entailed the construction of 378 BNG houses in Hawston under the IRDP Programme. The Contractor established on site during February 2019 and construction was completed during March

2021. 377 units were handed over at different stages during the project and 1 house remains which has been illegally occupied.





GEORGE VILJOEN TRAFFIC INTERSECTION, HAWSTON IRDP

Project entailed the upgrading of the George Viljoen- and R43 Intersection in Hawston and included the installation of traffic signals. Contractor established on site at the beginning of May 2020 after Level 4 lockdown was announced and the project was completed during September 2020.

MANDELA SQUARE, ZWELIHLE UISP – 83 WETCORES

Project entailed the construction and installation of 83 wetcores (toilet structure, tap and washtrough) on the 83 serviced sites in Mandela Square, Zwelihle. Contractor established on site during June 2019 and the project was completed during September 2020.





BEVERLY HILLS UISP, GANSBAAI – 100 WETCORES

Project entailed the construction and installation of 100 wetcores (toilet structure, tap and washtrough) on the 100 serviced sites in Beverly Hills informal settlement in Gansbaai. Contractor established on site during September 2020 and the project was completed during December 2020.




MASAKHANE IRDP, GANSBAAI – 296 SITES

Project entailed 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. Contractor established on site for the remaining 42 sites during March 2021 and practical completion was reached during June 2021.



STANFORD IRDP – 783 SITES

Project entailed 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. Practical completion for the project was reached during December 2020.



MASAKHANE UISP, GANSBAAI – PHASE 1 - 201 SITES

Project entailed the installation of A-grade civil infrastructure on 201 sites in Masakhane, Gansbaai. This is the first phase of the Masakhane UISP project which comprises of 1184 sites in total. This was a greenfield portion of the project was completed during December 2020.

**Projects in Progress**

MASAKHANE UISP, GANSBAAI – PHASE 2 – 204 SITES

Project entails the installation of A-grade civil infrastructure on 204 sites in Masakhane, Gansbaai. This is the second phase of the Masakhane UISP project which comprises of 1184 sites in total. This is also a greenfield portion of the project. Contractor established on site during January 2021 and completion is planned for end of September 2021.





MASAKHANE UISP, GANSBAAI – PHASE 1 – 201 WETCORES

Project entailes the construction and installation of 201 wetcores (toilet structure, tap and washtrough) on the 201 serviced sites forming part of the first phase of the Masakhane UISP Project in Gansbaai. Contractor established on site during June 2021 and completion is planned for the end of September 2021. A funding application for 204 wetcores for the 2nd phase was submitted to DoHS during April 2021 and approval is awaited.





TRANSIT CAMP, ZWELIHLE UISP – 126 SITES

Project entails the in-situ upgrading of the Transit Camp Informal Settlement in Zwelihle. It entails the installation of A-grade civil infrastructure on 126 sites in the informal settlement. Contracts were finalized during March 2020 but the Contractor could only establish on site during November 2020 due to the covid pandemic and this being an in-situ project with residents still living on site, requiring relocations and shifting around of structures. The project is well underway, and completion is planned for the end of July 2021.



SITE C1 TOP STRUCTURES, SWARTDAMROAD, HERMANUS

Project entails the construction of 150 BNG top structures on Site C1, Swartdamroad. Contractor established on site during February 2021 and the project is well underway. Completion is planned for end of October 2021.



MOUNT PLEASANT & WESTDENE IRDP INFILL SITES

Pre-planning studies commenced during 2018/2019. Funding approval for more detailed planning and environmental investigations was received during July 2020. Land Use Planning Applications for all the sites excluding Area 8 in Upper Mount Pleasant was submitted and approval was received during November 2020. Funding application for installation of civil infrastructure was submitted to DoHS during December 2020 and approval is awaited. The Land Use Planning application for Area 8 is in process of finalization and approval is expected at the end of August 2021, after which a funding application for the civil infrastructure will be submitted to DoHS. It is envisaged that the sites will be made available as serviced sites to qualifying beneficiaries in the FLISP 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 were 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, was incorporated into the report. Public Participation was undertaken in terms of the proposals within the report and has now been concluded. The final report will be submitted to Council for approval before the end of December 2021, 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**

**Priority Human Settlement Development Areas (PHSDA's)**




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 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. This application will be revised and resubmitted during 2021/2022 financial year.

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 | 314 Houses were handed during the 2020/2021 municipal financial year. Project completion was March 2021. |
| Mandela Square Wetcores, Zwelihle UISP | 83 wetcores were constructed and installed. |
| Masakhane IRDP, Gansbaai | Installation of civil infrastructure on 42 sites were completed during June 2021. |
| Stanford IRDP | Installation of civil infrastructure on 783 sites were completed during December 2020. |
| Beverly Hills Wetcore, Gansbaai | 100 wetcores were constructed and installed. |
| Transit Camp, Zwelihle UISP, Hermanus | Contractor established on site during November 2020 and project will be completed by end of July 2021. |
| Site C1, Swartdamroad IRDP Project | Contractor established on site during February 2021 and project will be completed by end of October 2021. |
| Masakhane UISP, Gansbaai | Installation of civil infrastructure on 201 sites in Phase 1 were completed during December 2020 and Contractor established on site for the 2nd Phase of 204 sites during January 2021. |

**TABLE 108: HOUSING HIGHLIGHTS**







Hawston 378 project



Transit Camp relocation: prepared land



Relocation from Transit Camp to Mandela Square. February – March 2021

## c) Challenges: Housing

| Description | Progress in 2020/21 to address challenge |
|---|---|
| Availability of funding for the implementation and roll out of the housing pipeline | Ongoing discussions with Provincial Departmemt of Human Settlements (DoHS) |

**TABLE 109: 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** |
| 2018/19 | 34 782 | 31 162 | 100% |
| 2019/20 | 35 385 | 31 710 | 100% |
| 2020/21 | 35 451 | 31 672 | 100% |

**TABLE 110: 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 |
|---|---|---|
| 2018/19 | 11 232 | 43.74% increase |
| 2019/20 | 12 156 | 8.00% |

| Financial year | Number of applicants on waiting list | % Housing waiting list increase/decrease |
|---|---|---|
| 2020/21 | 12 843 | 5.65% |

**TABLE 111: HOUSING WAITING LIST**

| Capital Expenditure 2020/21: Housing | | | | | |
|---|---|---|---|---|---|
| R | | | | | |
| Capital Projects | 2020/21 | | | | |
| | Budget | Adjustment Budget | Actual Expenditure | Variance from original budget | Total Project Value |
| **TOTAL ALL** | **R46 356 000.00** | **R46 361 131.11** | **R46 583 503.53** | | |
| Masakhane IRDP | R2 696 000.00 | R2 697 489.00 | R2 697 488.65 | | R19 562 362.00 |
| Stanford IRDP | R7 200 000.00 | R5 976 797.04 | R5 976 797.04 | | R43 238 826.00 |
| Hawston IRDP | R1 500 000.00 | R1 688 133.86 | R1 688 133.86 | | R31 264 428.00 |
| Mandela Square, Zwelihle UISP | R155 000.00 | 0 | 0 | | R33 126 656.00 |
| Transit Camp, Zwelihle UISP | R8 900 000.00 | R9 374 647.06 | R9 374 646.84 | | R9 381 245.00 |
| Mnt Pleasant Infill | R4 000 000.00 | R852 143.55 | R852 143.55 | | R1 278 575.00 |
| Beverly Hills | R1 155 000.00 | R1 884 529.00 | R1 884 529.00 | | R7 024 849.00 |
| Masakhane UISP | R10 500 000.00 | R23 797 391.60 | R23 797 391.59 | | R75 063 584.00 |
| Blompark IRDP | 0 | R90 000.00 | 0 | | R29 161 120.00 |
| Schulphoek Professional Fees | R2 000 000.00 | 0 | 0 | | |
| Greater Hermanus | R3 000 000.00 | 0 | 0 | | |
| Schulphoek | R3 000 000.00 | 0 | 0 | | |
| Housing Admin | R400 000.00 | 0 | 0 | | |
| Mount Pleasant Purchase | R350 000.00 | 0 | 0 | | |
| Marikana Emergency Services | R1 500 000.00 | 0 | 0 | | |
| | | | | | |
| *Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)* | | | | | |

**TABLE 112: CAPITAL EXPENDITURE 2020/21- HOUSING**

100% of the capital budget for Housing for 2020/21 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 housholds with a property value greater than R220 000 and electricity less than 500 kWh (income not exceeding the sum of four times the amount of the state funded social pension).

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

The table below provides an overview of the number of Indigents per area as at 30.6.2021

| **NUMBER OF APPROVED INDIGENTS PER AREA – 30.6.2021** | | |
|---|---|---|
| **Area** | **No** | **%** |
| BAARDSKEERDERSBOS | 4 | 0.32% |
| BUFFELSJAG | 28 | 2.25% |
| BLOMPARK | 456 | 36.57% |
| DE KELDERS | 21 | 1.68% |
| FRANSKRAAL | 17 | 1.36% |
| GANSBAAI | 91 | 7.30% |
| KLEINBAAI | 12 | 0.96% |
| MASAKHANE - GANSBAAI | 300 | 24.06% |
| PEARLY BEACH | 272 | 21.81% |
| BREDASDORP REG DISTR GBAY | 2 | 0.16% |
| CALEDON REG DISTR GBAY | 44 | 3.53% |
| **SUB-TOTAL GANSBAAI** | **1247** | 17.13% |
| EASTCLIFF | 1 | 0.02% |
| FISHERHAVEN | 12 | 0.26% |
| GRP DEV (B/CLUB, W/ROCK, SHOEK | 0 | 0.00% |
| HAWSTON | 1372 | 30.01% |
| MOUNT PLEASANT | 847 | 18.53% |
| MEERENBOSCH | 0 | 0.00% |
| NORTHCLIFF | 2 | 0.04% |
| ONRUS | 7 | 0.15% |
| SANDBAAI | 33 | 0.72% |
| VOELKLIP | 0 | 0.00% |
| VERMONT | 6 | 0.13% |
| WESTCLIFF | 138 | 3.02% |
| ZWELIHLE | 2154 | 47.11% |
| **SUB-TOTAL HERMANUS** | **4572** | 62.82% |
| BETTYSBAAI | 56 | 6.41% |
| KLEINMOND | 429 | 49.14% |

| NUMBER OF APPROVED INDIGENTS PER AREA – 30.6.2021 | | |
|---|---|---|
| **Area** | **No** | **%** |
| OVERHILLS | 160 | 18.33% |
| PROTEADORP | 139 | 15.92% |
| PRINGLEBAAI | 16 | 1.83% |
| ROOIELS | 2 | 0.23% |
| UITBREIDING 6 | 71 | 8.13% |
| **SUB-TOTAL KLEINMOND** | **873** | 12.00% |
| STANFORD | 586 | 100% |
| **SUB-TOTAL STANFORD** | **646** | 8.05% |
| **TOTAL INDIGENT HOUSEHOLDS FOR 2020/21** | **7 278** | 100% |

**TABLE 113: INDIGENTS PER AREA - 30.6.2021**

The Indigent basket indication for 2018/19, 2019/20 and 2020/21:

| Financial Year | Equitable Share | Municipal's own Income | Total value of basket |
|---|---|---|---|
| 2018/19 | 766.44 | 83.16 | 849.60 |
| 2019/20 | 848.36 | 93.01 | 941.36 |
| 2020/21 | 976.62 | 110.35 | 1 086.98 |

**TABLE 114: 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 R**7 561.00** per month in 2020/21 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 **21.46%** of the total number of households received free basic services in 2019/20 financial year whilst it reduced to **20.53**% in the 2020/21 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 | % |
| 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 |

| 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 | % |
| 2020/21 | 35 451 | 7 278 | 20.53 | 7 278 | 20.53 | 7 278 | 20.53 | 7 278 | 20.53 |

TABLE 115: 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 |
| 2018/19 | 7 630 | 50 | 5 587 | 27 152 | 0 | 0 | 115 | 50 | n/a |
| 2019/20 | 7 595 | 50 | 6 229 | 27 790 | 0 | 0 | 125 | 50 | n/a |
| 2020/21 | 7 278 | 50 | 6 340 | 28 173 | 0 | 0 | 119 | 50 | n/a |

TABLE 116: 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 |
| 2018/19 | 7 630 | 6 | 3 170 | 22 170 | 0 | 0 |
| 2019/20 | 7 595 | 6 | 3 522 | 22 205 | 0 | 0 |
| 2020/21 | 7 278 | 6 | 3 527 | 22 833 | 0 | 0 |

TABLE 117: 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 |
| 2018/19 | 7 630 | 1 070.04 | 8 164 | 27 152 | 0 | 0 |
| 2019/20 | 7 595 | 1 131.00 | 8 590 | 27 790 | 0 | 0 |
| 2020/21 | 7 278 | 1 182.00 | 8 603 | 28 173 | 0 | 0 |

TABLE 118: 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 |
| 2018/19 | 7 630 | 1 | 17 305 | 27 152 | 0 | 0 |
| 2019/20 | 7 595 | 1 | 19 441 | 27 790 | 0 | 0 |
| 2020/21 | 7 278 | 1 | 19 468 | 28 173 | 0 | 0 |

TABLE 119: FREE BASIC REFUSE REMOVAL SERVICES TO INDIGENT HOUSEHOLDS PER TYPE OF SERVICE

| Financial Performance 2020/21 | | | | | | | |
|---|---|---|---|---|---|---|---|
| Cost to Municipality of Free Basic Services Delivered | | | | | | | |
| Services Delivered | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | Actual | Actual | Actual | Budget | Adjustment Budget | Actual | Variance to Budget |
| Water | 10784 | 10993 | 12,382 | 16,500 | 13,426 | 12,242 | -9.67% |
| Waste Water (Sanitation) | 14151 | 10417 | 11,850 | 20,839 | 17,135 | 11,828 | -44.87% |
| Electricity | 23680 | 24979 | 27,640 | 41,598 | 31,661 | 27,764 | -14.04% |
| Waste Management (Solid Waste) | 13724 | 14546 | 15,704 | 21,189 | 17,229 | 16,062 | -7.27% |
| **Total** | **62,339** | **60,935** | **67,576** | **100,126** | **79,451** | **67,896** | -17.02% |

TABLE 120: FINANCIAL PERFORMANCE 2020/21: COST TO MUNICIPALITY OF FREE BASIC SERVICES DELIVERED

# 3.4 COMPONENT B: ROAD TRANSPORT

## 3.4.1 ROADS

### a) Introduction to Roads

**Overstrand Sidewalks (Blompark & Stanford)**

The project entailed the construction of sidewalks in Blompark and Stanford to provide a safe and dedicated walking network for pedestrians. 1.2m wide, paved sidewalks were constructed in Kappertjie, Viooltjie-, Gousblom-, Magnolia-, Dahlia-, Leeubekkie- and Ridderspoor street in Blompark and in Stanford, 1.5m wide sidewalks were constructed in Dreyer-, Mundi and Matilda May Street.




Stanford Sidewalks




Blompark Sidewalks

**Hermanus Central Business District (CBD) Regeneration Program (High Street)**

Overstrand Municipality developed a CBD Corporate Identity to enhance business in the Hermanus CBD. High street has been earmarked as an area for upgrading. To uplift the appearance of High street new paved surfaces and street furniture which include stone walls, rhino wood seats, bollards, bins, shrubs & plants, trees & tree cages, bike racks, pergolas & street lights, were constructed in High street. This project was combined with the upgrading of stormwater infrastructure in High Street, Main Road, Marine drive and the Industrial Area, to reduce abortive costs and disruptions to business owners.




Hermanus CBD Regeneration Program (High Street)

**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 the 2020/21 financial year:




Construction of Sidewalks in Masakhane, Gansbaai (Phase 2)

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.

Phase 2 of the project started on 08 March 2021 and was completed by 31 May 2021.



Construction of Sidewalks in Proteadorp, Kleinmond (Phase 2)

To provide a safe, connected and convenient walking network for pedestrian's new dedicated sidewalks were constructed along portions of Eleventh Street. Construction of the sidewalks started 08 March 2021 and was completed by 31 May 2021.

**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 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. The next full assessment of the network is scheduled for November 2021.

During the reporting period for the 2020/2021 financial year 105 067m2 of service roads were resealed in terms of the Overstrand Pavement Management System.

## b) Highlights: Roads

| Highlights | Description |
|---|---|
| Overstrand Sidewalks (Blompark & Stanford) | Completed |

| Highlights | Description |
|---|---|
| Overstrand sidewalks (Masakhane & Proteadorp) Phase 2 | Completed |
| Hermanus CBD Regeneration program (High Street) | Completed |

**TABLE 121: ROADS HIGHLIGHTS**

## c) Challenges: Roads

| Description | Progress made in 2020/21 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 30 691 million was spent on the reseal and rehabilitation contract and 105 067 m² of roads were patched and resealed during the 2020/21 financial year. |

**TABLE 122: ROADS CHALLENGES**

| Gravel Road Infrastructure: Kilometres | | | | |
|---|---|---|---|---|
| **Year** | **Total gravel roads** | **New gravel roads constructed** | **Gravel roads upgraded to tar** | **Gravel roads graded/maintained** |
| 2018/19 | 143 | 0 | 7 | 143 |
| 2019/20 | 138 | 0 | 5 | 138 |
| 2020/21 | 108 | 0 | 2 | 108 |

**TABLE 123: GRAVEL ROAD INFRASTRUCTURE**

| Tarred Road Infrastructure: Kilometres | | | | |
|---|---|---|---|---|
| **Year** | **Total tarred roads** | **New tar roads** | **Existing tar roads resealed** | **Tar roads maintained** |
| 2018/19 | 512 | 2.6 | 1.582 rehabilitation | 512 |
| 2019/20 | 517 | 1.5 | 13 Resealed and 0.7 Rehabilitated | 517 |
| 2020/21 | 622 | 4.2 | 17.5 Reseal | 622 |

**TABLE 124: 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 | | |
| 2018/19 | 5 989 342 | 23 265 973 | 64 011 882 |

| Financial year | New & Replacements | Resealed | Maintained |
|---|---|---|---|
| | R | | |
| 2019/20 | 20 961 425 (housing) | 22 912 800 | 60 020 727 |
| 2020/21 | 1 306 364 | 30 691 007 | 30 289 454 |

TABLE 125: COST OF CONSTRUCTION/MAINTENANCE OF ROADS

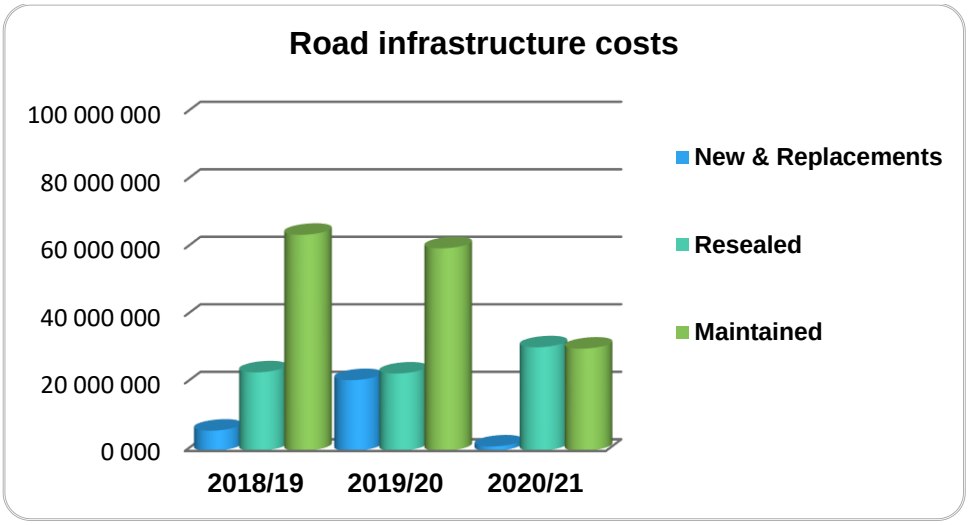



FIGURE 16: ROAD INFRASTRUCTURE COSTS

## d) Service Delivery Indicators

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2020/2021 | Overall performance for 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Annual 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 | **104 952** | **106 000** | **105 067** | O | Target almost met. Multi year contract. Contractor to start in July 2021. |

TABLE 126: SERVICE DELIVERY INDICATORS: ROADS

| Employees: Roads | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | Employees | Employees | Employees | Posts | Employees | Vacancies (fulltime equivalents) | Vacancies (as a % of total posts) |
| | No. | No. | No. | No. | No. | No. | % |
| 0 - 3 | 47 | 50 | 50 | 50 | 50 | 0 | 0% |

| Employees: Roads | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | Employees | Employees | Employees | Posts | Employees | Vacancies (fulltime equivalents) | Vacancies (as a % of total posts) |
| | No. | No. | No. | No. | No. | No. | % |
| 4 - 6 | 24 | 24 | 21 | 26 | 21 | 5 | 19.2% |
| 7 - 9 | 13 | 14 | 14 | 15 | 14 | 1 | 6.6% |
| 10 - 12 | 4 | 5 | 5 | 5 | 5 | 0 | 0% |
| 13 - 15 | 1 | 1 | 0 | 1 | 1 | 0 | 0% |
| 16 - 18 | 1 | 1 | 1 | 1 | 1 | 0 | 0% |
| 19 - 20 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total** | **90** | **95** | **91** | **98** | **92** | **6** | **6.12%** |

**TABLE 127: EMPLOYEES: ROADS**

| Capital Expenditure 2020/21: Roads | | | | | |
|---|---|---|---|---|---|
| R' | | | | | |
| Capital Projects | 2020/21 | | | | |
| | Budget | Adjustment Budget | Actual Expenditure | Variance from original budget | Total Project Value |
| Overstrand Sidewalks (Blompark & Stanford) | - | 2 521 000 | 2 521 000 | 100% | 2 521 000 |
| Overstrand sidewalks (Masakhane & Proteadorp) Phase 2 | 750 000 | 750 000 | 750 000 | - | 1 500 000 |
| CBD Regeneration Programme (High Street) | 7 100 000 | 6 700 000 | 6 009 827 | 15% | 7 109 806 |
| **TOTAL ALL** | **7 850 000** | **9 971 000** | **9 271 982** | | **11 130 806** |
| *Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.* | | | | | |

**TABLE 128: CAPITAL EXPENDITURE 2020/21: 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 of the most critical areas, in 2018. The initial tender for the implementation of the project

had to be cancelled due to insufficient funds and 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. Practical completion was achieved 30 June 2021.

The Construction of Stormwater Infrastructure for Hermanus CBD and Industrial Area, as well as the upgrading of High Street, were combined to reduce abortive costs and disruptions to business owners.

The construction works included the following:

- Installation of various new stormwater pipes (450mm, 525mm, 750mm & 900mm dia.), kerb and grid inlet catchpits, and manholes in High Street, Main Road & Marine Drive;
- New paved surfaces, dished channels, grid inlets and street furniture in High Street;
- Installation of Stormwater pipes (450mm, 900mm & 1350mm dia.), catchpits and a stormwater detention pond in the Industrial area (Mimosa, Prellewitz & Ravenscroft street).






HERMANUS INDUSTRIAL AREA STORMWATER





HERMANUS CBD STORMWATER

**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 entailed 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.
- 48m section of 1200mm diameter stormwater pipe, with manholes and outlet headwall structure.

Practical completion was achieved on 24 February 2021 and final completion on 31 March 2021.



Bulk stormwater infrastructure for Stanford & Masakhane Housing Projects

Gibb Consulting Engineers compiled Local Stormwater Management Plans to determine the storm water impacts and the storm water upgrade requirements for the Stanford & Masakhane low cost housing developments. The bulk stormwater upgrades are required to ensure that the Post development peak flows are reduced to accommodate the 1:50 major storm events.

**Stanford Housing Project Bulk Stormwater** entailed the construction of:

- Underground Conduit and Road Drainage System consisting of
  - 23m of 375mm reinforced concrete pipes

- 96m of 900mm reinforced concrete pipes
- 41m of 1200mm reinforced concrete pipes

- Armour Flex Lined channel, Length -175m
- Detention Pond (6 790m³)
- "Wet pool" within detention pond (236 m³)
- Landscaping & Fencing
- Stormwater Structures (Manholes, gabions, energy dissipater, catchpits, headwalls, stilling basin)

The tender was advertised 19 June 2020 and was awarded to SR Civils on 29 September 2020. Construction works commenced on 19 October 2020 and the project was completed on 17 March 2021. The total project cost amounted to R 3 827 524.00 (excl. VAT).



Stanford Housing project Stormwater Pond

**Masakhane Housing Project Bulk Stormwater- Phase 1** entailed the construction of**:**

- 15m of 900mm reinforced concrete pipes
- Armour flex lined channel (625 m²), length – 133m
- 8522 m³ Detention pond (incl. landscaping & fencing)
- Stormwater Structures (headwalls, stilling basins)

The tender was advertised 19 June 2020 and was awarded to Zelpy 1117 CC on 29 September 2020. Construction activities commenced on 16 October 2020 and the project was completed on 11 March 2021. The total project cost amounted to R 4 370 061 (excl. Vat).



Masakhane Housing Project Stormwater Pond

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

| Highlights | Description |
|---|---|
| Construction of Stormwater Infrastructure for Hermanus CBD and Industrial Area | Completed |
| Upgrading of Overhills Storm water | Completed |
| Stanford Housing Project Bulk Stormwater | Completed |
| Masakhane Housing Project Bulk Stormwater- Phase 1 | Phase 1 completed |

**TABLE 129: WASTE WATER (STORM WATER DRAINAGE) HIGHLIGHTS**

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

| Description | Progress in 2020/21 to address challenge |
|---|---|
| Implementation of Master plans | Implementation of Hermanus CBD & Industrial Area masterplans |
| Damage and flooding of infrastructure & properties. | Hermanus CBD & Industrial Area stormwater project completed.<br>Upgrading of Overhills Stormwater project completed |
| The outbreak of the global COVID-19 pandemic | Work process and methods are continuously adapted in order to achieve the desired outcomes and targets. |

**TABLE 130: 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** |
| 2018/19 | 4.224 km | 4.224 km | 0 | 567 |
| 2019/20 | 5.579 | 5.579 | 0 | 573 |
| 2020/21 | 6.632 | 4.059 | 0 | 577 |

**TABLE 131: STORM WATER INFRASTRUCTURE**

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

| **Financial year** | **Storm water Measures** | |
|---|---|---|
| | **Capital** | **Maintained** |
| | **R'** | |
| 2018/19 | 6 328 804 | 5 789 458 |
| 2019/20 | 7 887 522 | 5 267 289 |
| 2020/21 | 17 044 056 | 5 981 650 (operational budget) |

**TABLE 132: COST OF CONSTRUCTION/MAINTENANCE OF STORM WATER SYSTEMS**

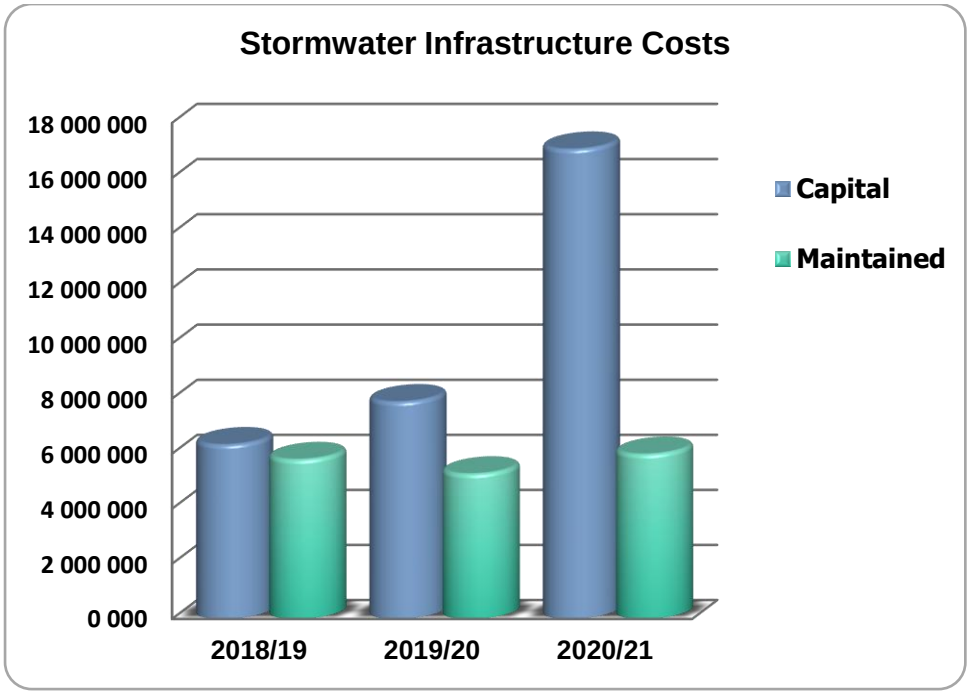



**FIGURE 17: STORM WATER INFRASTRUCTURE COSTS**

| Employees: Storm Water (Storm water drainage) | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | Employees | Employees | Employees | Posts | Employees | Vacancies (fulltime equivalents) | Vacancies (as a % of total posts) |
| | No. | No. | No. | No. | No. | No. | % |
| 0 - 3 | 28 | 28 | 25 | 27 | 26 | 1 | 3.8% |
| 4 - 6 | 6 | 5 | 6 | 6 | 6 | 0 | 0% |
| 7 - 9 | 1 | 2 | 1 | 1 | 1 | 0 | 0% |
| 10 - 12 | 2 | 2 | 1 | 1 | 1 | 0 | 0% |
| 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** | **39** | **39** | **35** | **37** | **36** | **1** | **2.7%** |

**TABLE 133: EMPLOYEES: WASTE WATER (STORM WATER DRAINAGE)**

| Capital Expenditure 2020/21: Waste Water (Storm water drainage) | | | | | |
|---|---|---|---|---|---|
| R' | | | | | |
| Capital Projects | 2020/21 | | | | |
| | Budget | Adjustment Budget | Actual Expenditure | Variance from original budget | Total Project Value |
| Construction of Stormwater Infrastructure for Hermanus CBD and Industrial Area | 6 600 000 | 6 600 000 | 6 182 996 | -6.3% | 9 387 997 |
| Stanford Housing Project Bulk Stormwater | 4 500 000 | 3 827 524 | 3 827 524 | -14.94% | 3 827 524 |
| Masakhane Housing Project Bulk Stormwater | 5 864 256 | 4 370 061 | 4 370 061 | -25.47% | 4 370 061 |
| Overhills Stormwater | 2 500 000 | 2 677 298 | 2 663 475 | 6.54% | 2 726 177 |
| | | | | | |
| **Total All** | **19 464 256** | **17 474 883** | **17 044 056** | | **20 311 759** |
| *Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.* | | | | | |

**TABLE 134: CAPITAL EXPENDITURE 2020/21: WASTE WATER (STORM WATER DRAINAGE)**

88% of the initial capital budget for Storm Water for 2020/21 was spent. The budget for Stanford & Masakhane Housing Project bulk stormwater was reduced due to the tender prices that came in lower than anticipated and the Hermanus CBD Stormwater and Overhills stormwater projects had a saving on the respective contract values.

# 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 2020/21 financial year were to compile the following policies and strategies:

- Amendment of Overstrand Municipality By-Law on Municipal Land Use Planning, 2015 (promulgated)
- Overstrand Zoning Scheme (adopted in August 2020)
- Overstrand Overlay Zones, Environmental & Heritage (adopted in August 2020)
- Overstrand Spatial Development Framework reviewed (adopted in May 2020).

### b) Highlights: Planning

| Highlights | Description |
|---|---|
| Second Phase Hermanus CBD Implementation | High Street redevelopment |
| Writing of Town Planning computer programme and implementing | Land Use Planning System |

**TABLE 135: PLANNING HIGHLIGHTS**

### c) Challenges: Planning

| Description | Progress in 2020/21 to address challenge |
|---|---|
| Covid-19 Lockdowns | Access to Information through i.cloud |
| Registered Notices | Investigate electronic registered notice system |

**TABLE 136: PLANNING CHALLENGES**

| Applications for Land Use Development | | | | |
|---|---|---|---|---|
| **Detail** | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| Applications withdrawn | 3 | 7 | 5 | 2 |
| Applications closed | 17 | 16 | 9 | 6 |
| Applications finalized | 273 | 258 | 191 | 50 |
| Applications outstanding at year end | 236 | 294 | 450 | 232 |
| Awaiting DEA&DP decision | 0 | 0 | 0 | 0 |

**TABLE 137: APPLICATIONS FOR LAND USE DEVELOPMENT**

| Additional Performance Town Planning and Building Control | | | | |
|---|---|---|---|---|
| **Type of service** | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| **Building plans application processed** | 2320 | 1967 | 1191 | 1824 |
| **Approximate value** | R1 824 276 846 | R1 427 860 926 | R 792,288,800 | R 1 118 348 520 |
| **New residential dwellings** | 656 + (RDP 111) | 518 | 224 + (RDP 63) | 674 (RDP: 317) |
| **Residential extensions** | 1276 | 1143 | 502 | 1150 |
| **New Business buildings** | 10 (7 Industrial, 1 School & 2 Shops/offices) | 8 (2 Industrial, 2 boathouses, 1 sport centre, 1 Restaurant, shops/offices) | 9 - 2 Public Schools - 5 Industrial - 2 shops/offices | 5 x1 Industrial x1 Church x1 Flats/offices x2 Offices |
| **Rural applications** | 37 approved & 6 not approved | 3 | X2 dwelling houses X1 school | x4 Agri buildings |

**TABLE 138: ADDITIONAL PERFORMANCE TOWN PLANNING AND BUILDING CONTROL**

| Employees: Storm Water (Storm water drainage) | | | | | | | |
|---|---|---|---|---|---|---|---|
| **Job Level** | **2017/18** | **2018/19** | **2019/20** | **2020/21** | | | |
| | **Employees** | **Employees** | **Employees** | **Posts** | **Employees** | **Vacancies (fulltime equivalents)** | **Vacancies (as a % of total posts)** |
| | **No.** | **No.** | **No.** | **No.** | **No.** | **No.** | **%** |
| 0 - 3 | 28 | 28 | 25 | 27 | 26 | 1 | 3.7% |
| 4 - 6 | 6 | 5 | 6 | 6 | 6 | 0 | 0% |
| 7 - 9 | 1 | 2 | 1 | 1 | 1 | 0 | 0% |
| 10 - 12 | 2 | 2 | 1 | 1 | 1 | 0 | 0% |
| 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** | **39** | **39** | **35** | **37** | **36** | **1** | **2.7%** |

**TABLE 139: EMPLOYEES: PLANNING**

| Capital Expenditure 2020/21: Planning | | | | | |
|---|---|---|---|---|---|
| **R'** | | | | | |
| **Capital Projects** | **2020/21** | | | | |
| | **Budget** | **Adjustment Budget** | **Actual Expenditure** | **Variance from original budget** | **Total Project Value** |
| **Total All** | **0** | **0** | **0** | **0** | **0** |

| Capital Expenditure 2020/21: Planning | | | | | |
|---|---|---|---|---|---|
| R' | | | | | |
| Capital Projects | 2020/21 | | | | |
| | Budget | Adjustment Budget | Actual Expenditure | Variance from original budget | Total Project Value |
| No capital allocation for 2020/21 | | | | | |
| *Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)* | | | | | |

**TABLE 140: CAPITAL EXPENDITURE 2020/21: 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 |
|---|---|
| Building of a resilient & diverse economy. | Beyond tourism related activities the Overstrand municipal area has grown in the sectors such as wholesale and retail, real estate and business service including manufacturing. |
| SCM & LED interrogation. | Opportunities given to emerging contractors and service providers. |

**TABLE 141: LED HIGHLIGHTS**

### b) Challenges: LED

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

| Strategic areas | Description |
|---|---|
| Covid-19 Pandemic | LED operations had to be adjusted to ensure safe delivery of service within the confines of Covid-19 restrictions. |
| The rise of the Unemployment Rate | An effort was made to increase EPWP projects so as to accommodate the growing numbers of citizens within the Overstrand losing jobs. |

**TABLE 142: 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 |
|---|---|
| Capacity Development | Giving training to entrepreneurs necessary for their growth, development and profitability. |
| Stakeholder Management | Collaboration with stakeholders within the IGR set up and the private sector to provide services to the clients of LED. |
| Job Creation | EPWP is used primarily as a safety net for the poorest of the poor more so to those who lost their jobs due to the negative impact of the Covid-19 pandemic |
| Resource Mobilisation | Partnership with funding agencies such as SEDA and SEFA to assist entrepreneurs access funding for their operations |

**TABLE 143: 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**

298 jobs were lost as a result of the Covid-19 pandemic creating a negative contribution in the employment environment by sectors. For the purpose of year 2021 the expression is not in percentage but in numbers of job lost, the net employment change according to the 2020 socio-economic profile the following numbers were recorded.

| Sector | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|---|
| Agriculture, forestry and fishing | 14% | 11.79% | -1.0% | -65 |
| Mining and quarrying | 0.1% | 0.03% | +4.3% | -1 |
| Manufacturing | 14.5% | 9.25% | +0.1% | -7 |
| Wholesale and retail trade | 17.8% | 26.59% | +0.2% | 127 |
| Finance, property, etc. | 16.6% | 17.67% | -1.0% | -6 |
| Community and social services | 6.4% | 14.75% | +0.3% | -175 |
| Infrastructure services | 8.2% | 7.34% | +5.0% | -308 |

**Table 144: Economic Employment by Sector**

## d) Tourism

Cape Whale Coast – Tourism Marketing Brand of Overstrand Municipality

To curb the spread of COVID-19, the South African national government announced a nationwide lockdown which took effect on 26 March 2020, resulting in a complete halt of all tourism activity that resumed till 31 May 2020. Limited tourism activity was introduced in June and international borders re-opened in October. Attractions in the region started opening slowly during the second half of 2020. Stricter lockdown regulations were introduced on 28 December 2020 for the festive season because of a second wave of COVID-19 infections. This triggered the closure of Overberg beaches and a blanket ban on the sale of alcohol. The combined impact of these restrictions was devastating to the tourism industry, especially as restrictions remained in place for a month. The result was that visitors to Cape Overberg attractions decreased by 63,7% year-on-year. On 1 February 2021 President Cyril Ramaphosa announced a much-wished-for relaxation of lockdown regulations two weeks before they were due to expire. Beaches and public parks were opened, the alcohol ban lifted, and the curfew eased. With this notice the Cape Whale Coast saw an influx of visitors eager to escape the cities. Cape Whale Coast towns celebrated the region's opening with social media postings and visits of media influencers.
2020 Cape Whale Coast Tourism Barometer:

- Visitor Information Centres welcomed 80,2% domestic travellers and 19,8% of visitors from overseas.
- Domestic market was led by travellers from the Western Cape (94,7%) indicating the popularity of the destination for short breaks among locals.
- United Kingdom (40,1%), Germany (29,7%), and France (6%) ranked as the region's top three international markets.
- Holiday/leisure ranked as the strongest driver for travel to the region, with 72,7% of visitors mainly travelling for leisure. Business (8,7%) followed as the second largest share of travellers to the region.
- Most common age profile of visitors were between 36-50 (43%) and 21-35 (22,2%) years.
- Visitors to the region mainly travelled in pairs (39,4%) and on their own (47,7%).
- Visitors spent on average R501-R1000 (24%) per day in the region.
- Top three activities enjoyed in 2020: scenic drives, cuisine, and outdoor activities.
- According to the 2020/2021 Festive Season survey

- 83,6% of businesses confirmed that their revenue decreased significantly compared to the same period last year.
- Accommodation establishments recorded occupancy percentages of 30% or less in November 2020 and January 2021.

Tourism is one of the sectors most affected by the Covid-19 pandemic, impacting economies, livelihoods, public services, and opportunities. All parts of its vast value-chain have been affected.
Cape Whale Coast Tourism mitigated the negative impact as follows:

- promoted the many unique and world-class experiences available to keep the destination front of mind for both domestic and international travellers
- hosted travel trade and media
- introduced social media campaigns
- participated in network forums
- supported entrepreneurs through training, access to market and new opportunities
- facilitated trading to enable the circular economy to gain momentum
- made linkages to government funded programmes
- positioned the Overstrand as a remote work hub
- encouraged domestic travellers to consider long stays.

One benefit of lockdown was the movement of digital nomads to small coastal towns for remote working. The Overstrand property market experienced an influx of buyers who either moved here or invested in a second home for the purpose of remote working. The COVID-19 pandemic and the resulting work from home culture drove an exodus of the "laptop class" to smaller towns and offers the Overstrand Municipality an opportunity to rethink how we attract businesses. With work from home firmly part of our culture, people are searching for communities with lower cost of living, affordable housing, improved quality of life, and open, healthier spaces. While it was expected that sales in the small coastal towns would come to a standstill given the economic decline, there has been a recent price growth supporting the opposite. The slightly higher price growth on the coast compared to inland areas which is rather uncharacteristic. The Overstrand's perception as a holiday destination included the categorisation as a zoom town, considered for its proximity to the Cape Town International Airport and availability of good schools, infrastructure, and golf courses.

The 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 2021 and international travel remains restricted. As the lifeblood of the Overstrand's economy, Tourism's decline has impacted with job losses and the loss of income. With limited tourism activity, the pinch is

felt at local level by all in the community – from hotels to guest house owners, hospitality staff, restaurants, and informal 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:

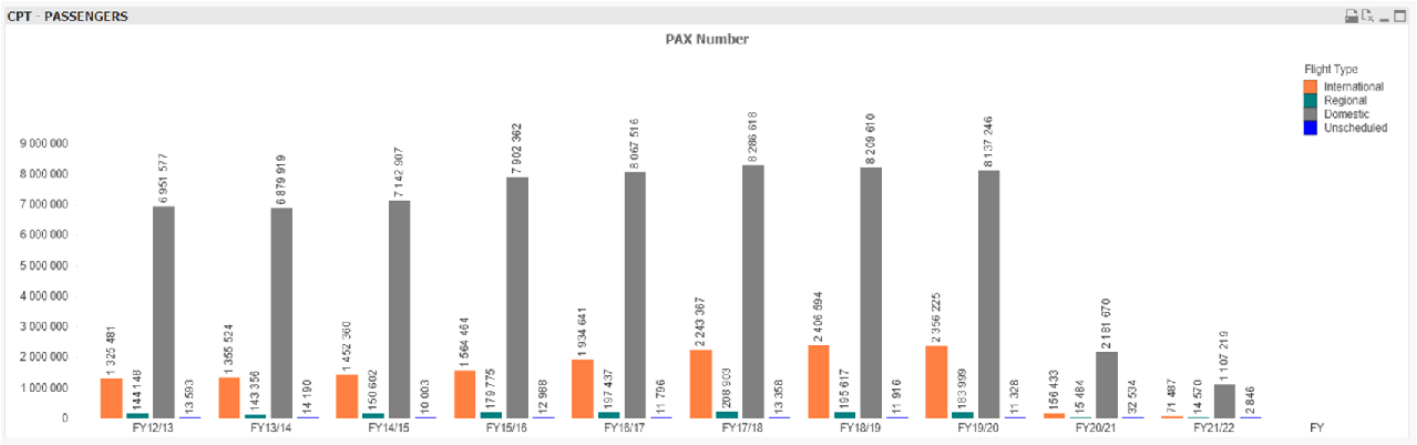
- Africa Responsible Tourism Awards has applauded the Overstrand for sustainable tourism development.
- More and more travellers demand an experience that impacts positively on the environment and the people and Overstrand product owners have transformed our economies while minimising the impact on nature.
- Tourism businesses have been recognised for their role in contributing to responsible tourism. Gansbaai 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 20 years ago.

The recognition of Overstrand Hermanus as the first UNESCO Creative City of Gastronomy in Africa in 2019 has the benefit of linking culinary and cultural experiences and attracting a visitor who seeks out these experiences to connect to a destination.

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 and nature reserves
- Africa's only growing penguin colony
- A cultural footprint that is included as part of the Cradle of Human Culture.
- 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.




Passenger arrivals and departures recorded by Cape Town International Airport (CTIA) shows the drastic decline with its accompanying knock-on effect on economic activity. The Overstrand still profits due its proximity to Cape Town International Airport and this proximity has helped to entice digital nomads to our region.

## TOURISM DEVELOPMENT

Tourism focused on temporary job creation opportunities, upskilling and training of youth and entrepreneurs to participate in the tourism economy. Communication of available opportunities and assistance with mentoring. Identifying opportunities for partnering with government programmes and including Overstrand youth and business in these. Through collaborative alignments the process of transformation is facilitated – making tourism inclusive and accessible to new entrants, especially businesses owned and managed by women and youth. The following programmes have been supported and collaborated on.

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.

| | |
|---|---|
| **FOOD ASSURANCE PROGRAMME**<br>**1 Year [ 2021 / 2022]** | • Implementation of the programme under the National Department of Tourism and Tourism and Business Institute of Southern Africa<br>• The programme is targeted to unemployed youth & retrenched staff to broaden employment opportunities in the hospitality and tourism sector |

| | |
|---|---|
| | • 17 Candidates have been selected, interviewed, and will be hosted by respective establishments within the Overstrand area.<br>• 11 Host employers will be participating in the programme. |
| **TOURISM SAFETY MONITORS PROGRAMME**<br>**Safety and Monitoring of Tourism Hotspots**<br>**1 year [2021 / 2022]** | • Implementation of the programme under the National Department of Tourism and Tourism and Business Institute of Southern Africa.<br>• 8 learners were allocated for Hermanus<br>• Accreditation in Customer Care and Safety<br>• Programme ended November 2020<br>• 5 individuals graduated with accredited certification<br>• New intake to commence in 2021.<br>• 20 Candidates allocated for the Overstrand area. |
| **WESSA BLUE FLAG BEACH PROGRAMME**<br>**1 year [2021 / 2022]** | • Collaboration between NDT and the Wildlife and Environment Society of SA (WESSA) in placing Tourism Blue Flag Stewards at various designated spots.<br>• 5 learners allocated to Tourism.<br>• Assist tourism and conservation through coordinated environmental education.<br>• Accreditation in nature conservation and tour guiding to be attained. |
| **NATIONAL YOUTH CHEFS PROGRAMME**<br>**3 Year [2018 - 2021]** | • Collaboration between NDT, the South African Chef Association and Warwick Chefs School.<br>• 10 Students currently in their 3rd year<br>• Programme put on hold by the South African Chef Association because of the COVID-19 pandemic. |
| **ASSISTANT HOUSEKEEPING PROGRAMME**<br>**6 Months [ 2020 / 2021]** | • The Western Cape Community Education and Training College (WCCETC) was tasked with the implementation of various Skills Programmes in the Western Cape for unemployed UIF beneficiaries.<br>• The implementation of the Skills Programme was for a duration period of six months, which consist of two months theory and four months practical training.<br>• Theoretical training commenced from 1 October 2020 to 20 November 2020.<br>• Workplace training commence from 30 November 2020, endure for 4 months, and concluded on 26 March 2021.<br>• 35 learners participated in programme |
| **CULTURAL / NATURE GUIDING**<br>**6 Months [ 2020 / 2021]** | • The Western Cape Community Education and Training College (WCCETC) was tasked with the implementation of various Skills Programmes in the Western Cape for unemployed UIF beneficiaries. |

| | |
|---|---|
| | • The implementation of the Skills Programme was for a duration period of six months, which consist of two months theory and four months practical training.<br>• Theoretical training commenced from 1 October 2020 to 20 November 2020.<br>• Workplace training commenced from 30 November 2020, endure for 4 months, and concluded on 26 March 2021.<br>• 50 learners participated in programme |
| **NDT DOMESTIC TOURISM ACTIVATION SCHEME [ 15 & 16 March 2021]** | Assisted with logistics, compiled itinerary and recruitment of 50 Overstrand tourism scholars to participate in initiative aimed at creating awareness of Overberg tourism products |

TOURISM DEVELOPMENT PROGRAMMES

BUSINESS & ENTREPRENEURIAL DEVELOPMENT

Upskilling and training of SMMEs and entrepreneurs to participate in the tourism economy or expand their businesses. This support includes the dissemination of information relating to funding opportunities for business and the communication of available assistance and mentoring. Support for event applications to gain funding and acquire permits remain a significant aspect of support.

**Training / Workshops / Engagements: 2020 / 2021:**

- Assistance provided to small businesses with:
    - Export Advancement Programme information
    - SMME and Informal Traders Support information
    - Tourism Development Fund applications
    - Tour Guide relief funding applications
    - SEFA Accessible Development Finance opportunities
    - ENGEN Pitch and Polish 2021 programme – funding opportunity
- Tour Operator Incubation Programme in collaboration with DEDAT
- Collaboration with WWF on training of tour guides and mentorship
- Department of Tourism in partnership with the Western Cape Department of Economic Development and Tourism facilitated a two-day Business Financial Literacy Workshop for SMME's attended by 15 local business owners.
- Job Readiness & Communication Skills Workshop facilitated in collaboration with private Gansbaai tourism stakeholders to 14 individuals.
- Presented Instawalk Photography & Social Media Workshop to 10 individuals to improve social media and photography skills.

- Assisted Performing Warriors Academy with marketing. They provided performing arts lessons to 25 youth in Kleinmond. 18 individuals performed at Hermanus FynArts.
- Safe Eats Pledge initiative for restaurants aimed at encouraging health and safety protocols while giving consumer confidence in the safety of restaurants.
- Creating creative spaces / platforms within Visitor's Information Centres (VICs) for entrepreneurs to display or sell produce. Entrepreneurs also linked to various markets as another platform to generate sales and increase income.
- Partnered with Mardee's Hats for a display and sales area at Hermanus Tourism.
- Partnered with Spairo Art Foundation to assist 12 performance art students from Zwelihle to attend Zabalaza Mini Arts Festival at the Baxter Theatre, Rondebosch. Development of Performing Arts in communities to enhance community tourism product development
- Linked service provider with LED department for possible roll-out of EPWP Drivers Development Programme funded by the Department of Environment, Forestry and Fisheries.
- General information session with tourism staff regarding baboon monitoring facilitated by Pat Redford from the Baboon Monitoring Association / BOTSOC.
- Domestic Tourism Activation Scheme [NDT]– Assisted with logistics, compiled itinerary and recruitment of 50 Overstrand tourism scholars to participate in initiative aimed at creating awareness of Overberg tourism products.
- JUMPSTARS Overberg webinar. JUMP is a Western Cape government app aimed at promoting and assisting entrepreneurs and SMMEs. Frieda Lloyd presented on importance of entrepreneurship to the region and 2 local entrepreneurs shared their entrepreneurial journey.
- Collaborated with Big Tree Market & Mthimkhulu Village, Kleinmond, to increase market access for local products. Empowerment of product owners to generate an income.
- Public Private Partnership Committee engagement to discuss and plan Hermanus CBD improvement and beautification projects and Special Ratings Area facilitation.
- SMME workshop facilitated through NDT. An introduction of local tourism products and upskilling SMMEs through increased understanding of doing business on digital platforms.
- Hermanus Village Square Stall. Showcase and development of local products, access to market and income generation for new and small businesses.
- Social Media Training for 10 local Zwelihle entrepreneurs on the effective promotion of small business and events on digital platforms.
- WC Depart Cultural Affairs & Sport Funding opportunities circulated to interested parties Registered arts, culture organisations and institutions, artists groups, individuals involved in artistic expressions and arts and culture events companies to submit online applications for project funding for the 2021/22 financial year.
- Western Cape Department Economic Development & Tourism (DEDAT) SMME Booster Fund 2021. 13 applications to fund existing SMMEs enhancing business in 3 categories: Business Development Support, Access to Markets, SMME Infrastructural Support.

- Assistance provided to filmmaker Sandisile Ndevu for the development of proposals and linkage to WESGRO's film unit
- Grootbos Foundation Entrepreneurial Workshop where 8 entrepreneurs received grant funding & mentoring
- National Youth Development Agency & International Labour Organisation facilitated workshop on business skills. Certificates handed out with opportunity for funding through NYDA.
- Rotary Entrepreneurial Programme application information to SMMEs. Funding opportunity for existing small businesses most affected by COVID-19
- Mthimkhulu afterhours e-learning Centre aimed at youth development
- Raymond Ackerman Entrepreneurship programme 2021, 6-month programme in entrepreneurial development. Circulated to interested parties





Overstrand SMME's attending SMME Workshop presented by South African Tourism at Ecology Lifestyle Farm



Workshops were hosted for the youth during Stanford's Festival of Light

## Cape Whale Coast Events & Festival Funding 2020/21

Festival Funding for 2020/21 was cancelled due to a need to apply budget for the procurement of COVID-19 safety supplies. The 29th Hermanus Whale Festival was cancelled due to the pandemic. Two adventure events continued with increased entries and great success. The Race2Stanford and re-branded Walkerbay Outdoor took place in April.

Smaller private events were organised when regulations allowed such gatherings with the following happening in the Overstrand:

- 54 events held over Easter long weekend
- 168 events held in April
- Average of 40 to 60 events happening monthly off-peak

## MARKETING 2020/21



*Filming productions have increasingly focussed on Overberg locations*

Covid-19 has stunned air travel connectivity, flight schedules and managed to push domestic tourism as a driver for Overberg travel. While there is a lack of direct flights from international destinations to Cape Town, competition for winning tourism is fierce. The Cape Whale Coast benefits from its proximity to the airport and offers the variety of activities that visitors are looking for. Onrus was named as a Kwela Town of the Year finalist for the Western Cape this month and sets to benefits from wide publicity and TV exposure.

Cape Whale Coast Tourism succeeds when attracting the highest potential market segment with marketing efforts resulting in actual business - bookings. Cape Whale Coast social media platforms reach a minimum of 50 000 people per month. Marketing themes cover marine wildlife, gastronomy, health and wellness, golf, arts, adventure, and nature.

Local marketing campaigns align with the direction given by:

- National tourism marketing agency, South African Tourism.

- Provincial government and its marketing and investment agency, Wesgro.

The Cape Whale Coast's position as premium destination is confirmed by:

- Hemel-en-Aarde winery received the distinction as one of the world's Top 50 wine tasting experiences.
- A Safe Eat Pledge introduced as a means of reassuring diners that efforts were made to keep restaurants as safe as possible.







Publicity was extended via the following media:

- Travel and lifestyle magazines such as: Country Life, National Geographic (UK), Stellenbosch Visio, Go/Weg Magazine, Travel Mag, Inside Guide, Getaway, Die Burger, Traveller24, Cape Town Etc. Sarie Magazine dedicating a magazine to Hermanus with lifestyle articles.

- Television: KykNet, Expresso, CNN Travel (44 million reach) and SABC channels. Erns Grundling returned to kykNet with season 3 of 'Elders'. In 'Pelgrimstog van Hoop' a hike of 350km – from the Cape Winelands to the southernmost tip of Africa. Much of this journey was done along the coastline of the Cape Whale Coast and the TV series captured the pristine beaches and hiking routes – both activities which are extremely popular currently as people wish to escape to nature. A reality TV series filmed in Hermanus in February 2021 and Aired during April and May showing places and people of interest.

- Radio: Whale Coast FM, Radio Good Hope, Radio Tygerberg, KFM, Caledon FM.







*Carina Bruwer became the first person to swim across Walker Bay, in a time of 6:36 in aid of the Tribuo fund and the performing arts sector of South Africa*

## 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
- the destination as a convenient break-away destination.

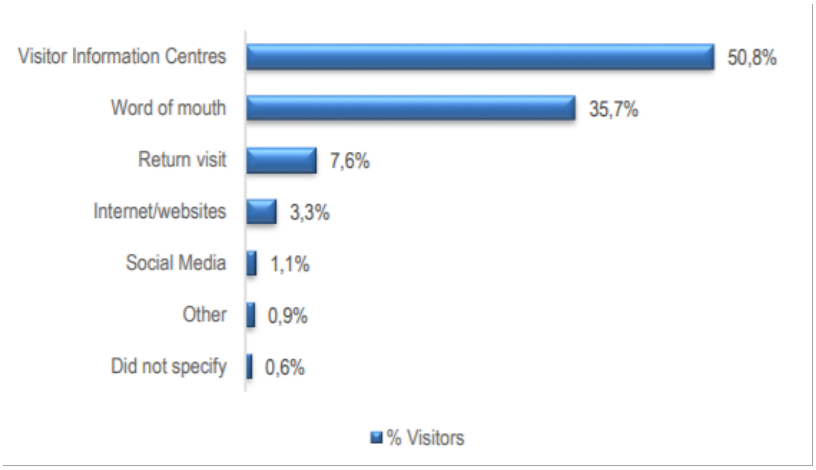
Marketing Toolkit includes:

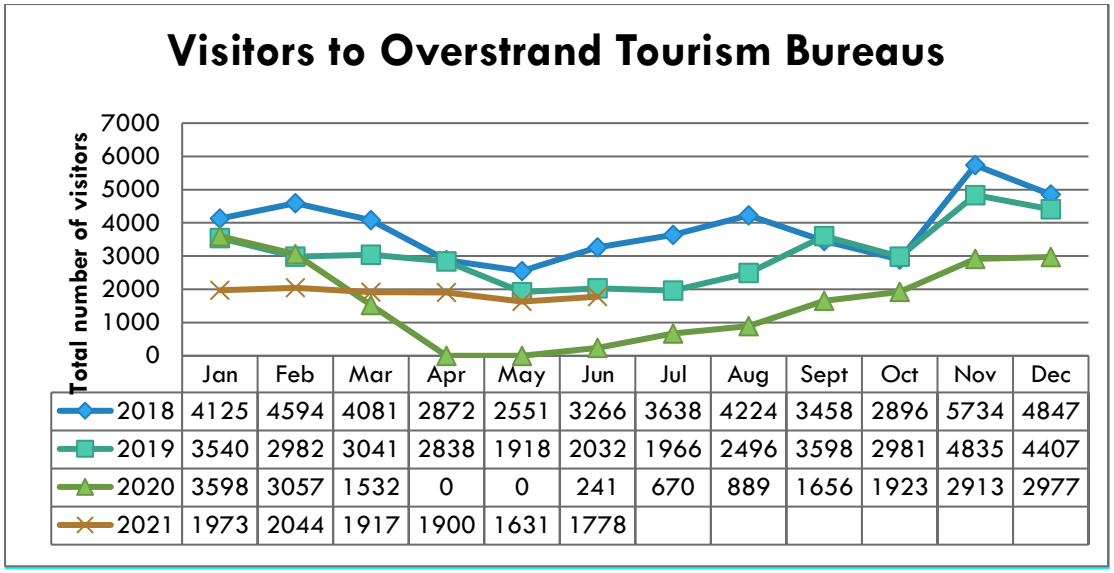
- Cape Whale Coast Tourism Covid-19 webpage updated with current information as well as safety and hygiene protocols.
- Digital marketing remains the most important way to delivery communication to our markets.
- Campaigns: #OpenForBusiness, #OneDay and #WeDoTourism campaigns.

**VISITOR INFORMATION CENTRES**

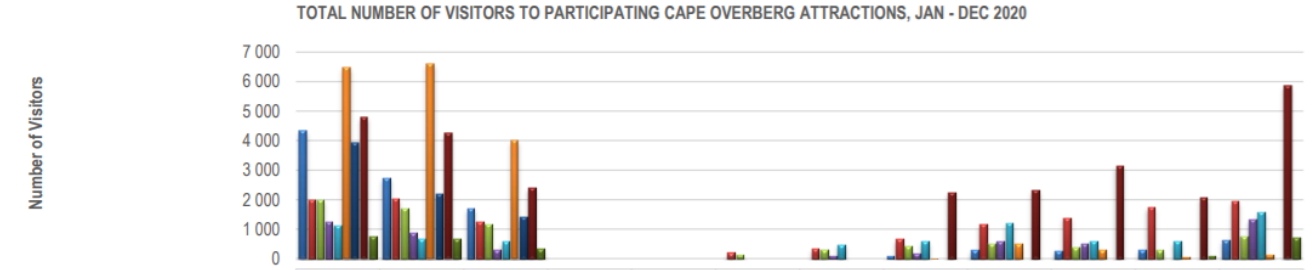
Most visitors to Visitor Information Centres are interested in hiking, mountain bike routes and events. This can be attributed to many people working from their second homes in the Overstrand and exploring the region while they work from their second home.

Top sources of visitor information were recorded as follows:






| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 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 | 1532 | 0 | 0 | 241 | 670 | 889 | 1656 | 1923 | 2913 | 2977 |
| 2021 | 1973 | 2044 | 1917 | 1900 | 1631 | 1778 | | | | | | |




| | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Jul-20 | Aug-20 | Sep-20 | Oct-20 | Nov-20 | Dec-20 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Agulhas National Park | 4 340 | 2 729 | 1 704 | 0 | 0 | 0 | 0 | 98 | 280 | 273 | 294 | 612 |
| Bontebok National Park | 1 994 | 2 030 | 1 225 | 0 | 0 | 195 | 345 | 646 | 1 159 | 1 386 | 1 732 | 1 942 |
| De Hoop Nature Reserve | 1999 | 1707 | 1171 | 0 | 0 | 126 | 308 | 424 | 506 | 379 | 279 | 766 |
| De Mond Nature Reserve | 1249 | 853 | 293 | 0 | 0 | 0 | 98 | 177 | 586 | 516 | 0 | 1307 |
| Kogelberg Nature Reserve | 1 124 | 655 | 575 | 0 | 0 | 0 | 478 | 589 | 1 207 | 595 | 595 | 1 555 |
| Stony Point Nature Reserve | 6 470 | 6 608 | 3 998 | 0 | 0 | 0 | 0 | 12 | 497 | 292 | 60 | 116 |
| Cape Agulhas Lighthouse | 3 916 | 2174 | 1415 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Harold Porter National Botanical Garden | 4 798 | 4 231 | 2 393 | 0 | 0 | 0 | 0 | 2 226 | 2 332 | 3 137 | 2 049 | 5 855 |
| Shipwreck Museum | 748 | 658 | 322 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 85 | 715 |

*Sources: SANParks, SANBI, L'Agulhas and Hangklip/Kleinmond Tourism Offices, 2020*

The recovery of visitor numbers at Harold Porter National Botanical Garden is proof of the visitors' need for open spaces and hiking routes.

## 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. |
| 2018/19 | 50 | 1048 |
| 2019/20 | 57 | 1060 |
| 2020/21 | 59 | 1238 |

TABLE 145: JOB CREATION THROUGH EPWP PROJECTS

The current unemployment rate is 30% and is expected to rise due to Covid-19. The situation is untenable, hunger and desperation will inevitably lead to Civil Disobedience and no effort must be spared in dealing with the situation. 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.

| SECTOR | PROJECTS | WORK OPPORTUNITIES |
|---|---|---|
| ENVIRONMENTAL SECTOR | 27 | 577 |
| INFRASTRUCTURE | 6 | 189 |
| SOCIAL | 30 | 472 |



EPWP ITHEMBA DISABILITY DAY CARE PROJECT

The Purpose of the EPWP Disability Day care project is to provide the necessary support to children and adults in an educational environment where they can be stimulated, educated, and developed through the provision of specialized Programmes specific to their needs.

Project Outcomes:

- Children and adults are provided with stimulating and therapeutic Programmes that improves their wellbeing and quality of life.





EPWP MARINE AND COASTAL MONITORING PROJECT

The EPWP Marine and Coastal Monitoring Project provides a work-integrated learnership opportunity to 15 local youth and women from the Kogelberg region, where they get to gain hands-on work experience as Marine and Coastal Community Monitors (MCCMs). Ten of the fifteen MCCMs have been employed by WWF-SA on contract bases, while five were employed under the EPWP project managed by LED.

As part of the work-integrated learnership opportunity, thirteen of the MCCMs were registered with the Western Cape Education Department to rewrite their grade 12 examinations in June 2020 (the 5 employed under EPWP are all part of this group). The intention is to get the registered MCCMs to improve their marks, so that they can meet the minimum entry requirements for enrolment into the FishForce programme offered by the Nelson Mandela University. The improvement of their grade 12 marks is also expected to ultimately increase their employability beyond the current project.

**Outcomes of the Project:**

- The project created 15 work opportunities.
- Skills transferred
- 4 out of 5 EPWP participants passed the Matric exam.

The work experience and skills development offered in the project along with the FishForce training from NMU, is expected to enhance the employability of the MCCMs by CapeNature, the Department of Environmental, Forestry and Fisheries and other organisations in the environmental, conservation and Law Enforcement field.

## ENTERPRISE DEVELOPMENT PROJECT






PICTURES: (LEFT) HAWSTON SATURDAY MARKET; (RIGHT) PRODUCT DEMONSTRATION DURING THE PITCHING SESSION OF THE ENTREPRENEURSHIP PROGRAMME

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:**

The programme supported 172 SMME's in the period who demonstrated a positive spin and energy towards growth and potential to revive the markets:

- The number of SMME's supported increased by 7% compared to the previous year.
- There was 40% participation from women owned businesses, that is a 2% drop from the previous year.
- There was 16% participation from youth owned businesses, that is a 4% increase from the previous year.
- There were 22 sectors supported (Spaza shop; fast foods; farming; cleaning; clothing and designs; security; catering; fisheries; fruit and vegetables; events and entertainment; technology; tshisa nyama; gas services; hair and beauty (salons); auto mechanic; arts and craft; bakery; transport; lifeguard; meat supplies; electronic repairs; firewood.
- The 5 most supported sectors were: spaza shops 30%; fast foods 15%; tshisa nyama 11%; clothing and designs 5% and fisheries 5%.

**Deliverables:**

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

- The lessons learned from Covid 19 disruptions motivated and instilled an entrepreneurial revolution with a totally entrepreneurial mindset from the communities and the introduction of new products and services in the market.
- The coordination of new entrepreneurial eco-systems to have a direct positive effect to SMME's such as the introduction of the Township and Rural Entrepreneur Programme (TREP) by the Department of Small Business Development.
- The reboot of the informal economy enabled by a stringent wave brought by lock downs, which provided the organ of states to gain control and organize themselves.
- The introduction of new business concepts by SMME's to the market notable online selling and e-commerce that is gaining momentum given the conditions during and post Covid 19 era.
- The resumption of the Grootbos entrepreneurship programme for the 7th year. The programme is a partnership between the Overstrand Municipality's LED department and the Grootbos Foundation with its partners such as Rotary Club Hermanus. The programme funded 40 entrepreneurs in June 2021 and 5 were startups.

**Partners for Enterprise Development**

- Gleaning from the ecosystem approach to assist with establishing a basket of services
- Small Enterprise Development Agency (SEDA)
- Small Enterprise Finance Agency (SEFA)
- Hermanus Siyakha
- Nedbank Enterprise Support
- Grootbos Foundation
- Department of Economic Development and Tourism (DEDAT)
- Industrial Development Corporation (IDC)
- National Empowerment Fund (NEF).
- National Youth Development Agency (NYDA)






Business Management Training for Youth Technical training for builders with NHBRC

### 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, Bookkeeping, Business Administration, Office Administration, NYDA Short Course & Induction Workshops on SMME support & linkages.

**TABLE 146: LED TRAINING AND DEVELOPMENT INITIATIVES 2020/21**

| Training | Description | No. participants | Dates |
|---|---|---|---|
| Grootbos Siyakhula Entrepreneurship Programme (3 days x 5 areas) | Training entrepreneurs on basics and fundamentals of entrepreneurship, also prepares them for idea pitching and business proposal writing. | 152 | 22 March – 13 May 2021 |
| Technical training, Health and Safety for GB 1-2 CIDB Grades (5 days) | NHBRC in partnership with the Overstrand Municipality and Western Cape Department of Human Settlements trained contractors on theory and technical aspects of building and includes stakeholders such as CIDB, NYDA, the Development Action Group and BIBC. | 36 | 15 February – 28 May 2021 |
| Business Management Training for young entrepreneurs (4 Days in Gansbaai Masakhane) | NYDA trained young people business management and principles of entrepreneurship as a pre-requisite for access to NYDA grant funding and other programmes. | 15 | 24 – 28 May 2021 |
| Costing and pricing training for SMME's (2 days in Zwelihle Community Hall). | The training aimed to support and equip SMME's with pricing and costing skills and this was in form of a workshop. This was delivered in partnership with SEDA. | 18 | 3-4 March 2021 |
| Animal Farming Practices in the Covid 19 era. | Animal production formers were trained no ways to ensure quality and profitable forming practices during pandemic era. This was organized through the Western Cape Department of Agriculture. | 12 | 15 – 17 March 2021 |
| Managing your business in Cavid 19 times (5 Days virtual training with SMMEs) | LED hosted its first virtual training at the LED E-learning Centre currently under construction, where the above-mentioned training or webinar was hosted with WIFI services provided by the Overstrand Municipality for SMME's. This was a partnership between Overstrand Municipality and Nedbank. | 13 | 16 – 20 November 2020 |
| Introduction to tendering, filing claims and preparing payment certificates for CIDB Grades 1-2 CE (Civil Engineering) for 6 days. | Contractors were provided a level 4 accredited training by TJEKA as part of the social responsibility project from the MRF project in Zwelihle. | 8 | 17-19, 31 May – 2 June 2021 |
| **TOTALS** | **8 Sets of training initiative executed** | **254 SMME's trained** | |

## f) Service Delivery Indicators

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | 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 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 | All | **4** | **4** | **3** | O | Target almost met. The delay in submission of the Quarterly Report was caused by the disruptions in the operations due to Covid-19 arrangement applicable during that period. |
| 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 2020 | Number of schedules submitted | All | **1** | **1** | **0** | R | Target not met. Approvals can only be obtained once Covid-19 restrictions on gatherings have been eased. |
| TL10 | The promotion of tourism, economic and social development | Support 120 SMME's in terms of the SMME Development Programme by 30 June 2021 | Number of SMME's supported | All | **160** | **120** | **172** | 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 | **28** | **12** | **13** | G2 | Target 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 1018 work opportunities) (MPPMR Reg 10 (d)) | Number of temporary jobs created | All | **1 060** | **1 018** | **1 238** | G2 | Target well met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | 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 2021 | Number of Emerging Contractors supported | All | 61 | 50 | 65 | G2 | Target well met |

**TABLE 147: SERVICE DELIVERY INDICATORS: LOCAL ECONOMIC DEVELOPMENT**

| Employees: Local Economic Development | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | Employees | Employees | Employees | Posts | Employees | Vacancies (fulltime equivalents) | Vacancies (as a % of total posts) |
| | No. | No. | No. | No. | No. | No. | % |
| 0 – 3 | 0 | 1 | 1 | 2 | 2 | 0 | 0% |
| 4 – 6 | 1 | 1 | 1 | 2 | 1 | 1 | 50% |
| 7 - 9 | 0 | 0 | 0 | 1 | 0 | 1 | 100% |
| 10 - 12 | 3 | 4 | 4 | 4 | 4 | 0 | 0% |
| 13 - 15 | 1 | 3 | 3 | 2 | 1 | 1 | 50% |
| 16 - 18 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| 19 - 20 | 0 | 1 | 1 | 0 | 0 | 0 | 0% |
| **Total** | **5** | **10** | **10** | **11** | **8** | **3** | **27%** |

**TABLE 148: 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 |
|---|---|
| Gansbaai Library | • Monthly Outreach to Herberg Aan See Old Age Home<br>Gansbaai library visits the Old Age Home monthly to circulate library books. We deliver the service to 18 patrons and circulate around 200 books on a visit.<br>This arrangement has been honoured between the library and the management of HAS for more than 12 years. IMG 0542 / 003 |

| Highlights | Description |
|---|---|
| | • Library Week 15 – 20 March 2021<br>Libraries Matter! was the theme for the 2021 Library Week. Gansbaai library celebrated by dressing up in costumes, handing out cake to our patrons, lucky book draws as well as a winner for a crochet blanked donated by Mrs Linda Woods. IMG 20210315 WA0028 / IMG 0563 / IMG 0550<br>• Easter 2021<br>Gansbaai Library visited Silwerjare Old Age Home in Blompark and handed out easter eggs, kindly donated by Mrs and Mr Dudley Coetzee our Mayor.<br>• Breast Cancer October 2020<br>Gansbaai library collected old bra's and donated it to a worthy cause. A beautiful display about breast cancer was exhibited by the staff.<br>• Colouring Competition January 2021<br>During the December holidays, children took part in the colouring competition and received goodie bags and certificates as rewards. |
| Eluxolweni Library | SLIMS<br>On 1 June 2021 Eluxolweni library went online on SLIMS. The library will now be able to provide electronic library system services to their community. |
| Buffeljagsbaai Library | Ms Sophia Boshoff has a outreach program with the next-door creche Seesterretjies, where young children visit the library on a daily basis to learn to read, write and do activities. |
| Hermanus library:<br>Easter tea | To add colour to these uncertain times. The guest author spoke about finding beauty in everything and to flower and bloom in adversity and not to be like a cactus in these times. Guest speakers: Elsabe Aldrich (Author), Conrad Beukes (Hemmingway's bookshop), Musician: David Fritz (Piano playing) Sponsors-Bargain books/Café Blue/Bouchard Finlayson/Gallery Deli/Auberge. R1200 were raised and donation were used to buy new books. |
| Dog as therapy and Puppet show: Waldorf school visited the library | We hosted 30 grade 1 Learners and split them into 2 groups. The puppet show was about how to treat books and what is the main purpose of a library. Louise then had story time with each group with her therapy dog Leo and she taught the learners the importance of taking care of your puppet and the benefits thereof as well. Each learner was handed out a goodie bag afterwards. |
| Book week: Puppet show and discussion of favourite characters: Generations school visited the library | We hosted 60 learners (grade 1-3) and split them into groups. We had the learners dress up and discuss their favourite bookish character. We had a puppet show for each group on how to treat books and what is the main purpose of a library. The second puppet show was about the story of LITTLE RED RIDING WOOD but for the fun we improvised it to the LITTLE BLUE RIDDING HOOD, and it was fun for the learners. |
| Patron appreciation | During Easter we handed out Easter eggs to the patrons a token of appreciation for their continued support. |
| Betty's Bay | New reading program launched |
| Kleinmond | Program with Mothers of Hope of APD |

**TABLE 149: LIBRARIES HIGHLIGHTS**




Gansbaai Library Initiatives



Handing out of easter eggs to the elderly



Gansbaai Library visit Old Age Home (Herberg-aan-See)




Registration of Vaccinations at Gansbaai Library



Stanford Library




Eluxolweni Library






Dog's therapy session and puppet show with Waldorf School, Hermanus



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 2020/21 to address challenge |
|---|---|
| Gansbaai | Extra library staff and funds for programmes and activities have to be made available to assist in the service that the library renders to the community of the greater Gansbaai. |

| Description | Progress in 2020/21 to address challenge |
|---|---|
| | Covid19 and Lockdown Levels created many barriers to the delivery of traditional library outreach activities. |
| **HERMANUS** library: Funding for outreach programs<br><br>Outreach programmes<br>Limited contact due to COVID19, we are unable to do visits for outreach programmes. This eliminates the ability to draw people into the library with fun educational programming. | Make provision/budget for funding for example for reading, colour inn competitions to encourage reading, spelling bees, budget for uniforms (T-shirts to wear on world book day, library week, world read aloud day and other important reading celebrations).<br>We would love to take action on a social platform and use **new tech equipment** to create virtual reading programs, crafting how -to, book talks, bedtime stories, online trivia etc.<br>Libraries own Facebook page, training in online story telling and other virtual activities. |
| Donations of Afrikaans books | When it comes to donations, we are getting very little Afrikaans books for our Own Stock. If we get any donations, it's mostly English Books. |
| Accredited training and short courses | Most training provided is not accredited. Use institutions or service providers that offers accredited training. |
| Qualified Librarians | There is lack of qualified Library professions in the Overstrand. Staff should be encouraged to further their studies in Library and information science. Short courses should also be considered as well as online training. Most of the time distance learning is very challenging and difficult for many employers. |
| Computers with cameras and speakers | Provide libraries with necessary equipment for virtual meetings and training. |
| COVID-19 CHALLENGES AND SAFETY PROTOCOLS: -<br>• no reading/relaxing in libraries (In-house use)/fear of colleagues and patrons-risks/decrease in circulation/ Friends of the library not so active for fundraising (Own Stock funding):<br>• The library used to host coffee and tea on Friday to raise funds by the Friends of the Library. Due to COVID 19, the event has been suspended.<br>It was mainly supported by our elderly Patrons "Friends" and we were able to raise roughly R1000 every Friday for new book titles.<br>• Mask wearing for the staff can be an issue for the hard of hearing patrons as they cannot read our lips. Clear face shields might be a better option if it covers the nose, mouth and chin area.<br><br>• Difficulty in getting patrons to follow new safety guidelines, | Secure safety of staff all the time and motivate them constantly, get use to new norm, finding ways to encourage patrons to take out books, finding ways to raise funds or ask for donations to purchase books or more books from Province.<br><br>Guidelines to implement signage guidelines<br>Clear face shields might be a better option as long as it covers the nose, mouth and chin area |

| Description | Progress in 2020/21 to address challenge |
|---|---|
| even with signage in place it seems as though too much signage is also a problem as they can be overwhelming, and the patrons won't read them. | |
| Kleinmond - Staff | We need more staff members to deliver a good service to the public. |

**TABLE 150: LIBRARIES CHALLENGES**

## c) Service statistics for Libraries

| Type of service | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|---|
| Library members All Libraries in Overstrand | 15 788 | 20 196 | 17 063 | 12 339 |
| Books circulated All Libraries in Overstrand | 545 978 | 492 076 | 362 771 | 144 302 |
| Exhibitions held | 174 | 94 | 132 | 53 |
| Internet users | 5 956 | 2545 | 4 843 | 1 090 |
| New library service points or Wheelie Wagons | 0 | 0 | 0 | 0 |
| Children programmes | 240 | 53 | 199 | 63 |
| Visits by school groups | 41 | 45 | 112 | 30 |
| Book group meetings for adults | 66 | 81 | 39 | 1 |
| Primary and Secondary Book Education sessions | 209 | 98 | 1 437 | 111 |

**TABLE 151: SERVICE STATISTICS FOR LIBRARIES**

| Employees: Libraries | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | Employees | Employees | Employees | Posts | Employees | Vacancies (fulltime equivalents) | Vacancies (as a % of total posts) |
| | No. | No. | No. | No. | No. | No. | % |
| 0 - 3 | 1 | 2 | 2 | 2 | 2 | 0 | 0% |
| 4 - 6 | 22 | 24 | 18 | 20 | 18 | 2 | 10% |
| 7 - 9 | 3 | 4 | 6 | 7 | 6 | 1 | 14.28% |
| 10 - 12 | 5 | 5 | 6 | 6 | 5 | 1 | 16.66% |
| 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** | **31** | **35** | **32** | **35** | **31** | **4** | **11.42%** |

**TABLE 152: EMPLOYEES: LIBRARIES**

| Capital Expenditure 2020/21: Libraries | | | | | |
|---|---|---|---|---|---|
| R' | | | | | |
| Capital Projects | 2020/21 | | | | |
| | Budget | Adjustment Budget | Actual Expenditure | Variance from original budget | Total Project Value |
| Zwelihle Library | R771 600.00 | R771 600.00 | R294 762.00 | | R5 145 211.00 |
| **Total All** | **R771 600** | **R771 600.00** | **R294762.00** | | **R5 145 211.00** |
| *Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)* | | | | | |

**TABLE 153: CAPITAL EXPENDITURE 2020/21 - 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 |
|---|---|
| Overstrand Regional Cemetery | Prepared map with 1000 out of possible 20000 grave sites |
| Newly Upgraded Cemetery - Palmiet | The cemetery will accommodate 820 new burial sites which will provide capacity for approximately the next eight years |

**TABLE 154: CEMETERIES HIGHLIGHTS**

### b) Challenges: Cemeteries

| Description | Progress in 2020/21 to address challenge |
|---|---|
| Vandalism | Community awareness and involvement in protection of cemeteries |
| Full graveyards | Graves are used where there is space |
| Digging graves in the rain | Using gazebos with PPE |

**TABLE 155: CEMETERIES CHALLENGES**

### c) Service statistics for Cemeteries

| Type of service | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|---|
| Pauper burials | 0 | 0 | 6 | 0 |
| Burials | 257 | 275 | 270 | 326 |

**TABLE 156: SERVICE STATS FOR CEMETERIES**

| Capital Expenditure 2020/21: Cemeteries | | | | | |
|---|---|---|---|---|---|
| R' | | | | | |
| Capital Projects | 2020/21 | | | | |
| | Budget | Adjustment Budget | Actual Expenditure | Variance from original budget | Total Project Value |
| **Total All** | **1 292 000** | **0** | **1 290 983** | **1017** | **2,304,937** |
| *Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)* | | | | | |

**TABLE 157: CAPITAL EXPENDITURE 2020/21 - 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* indicated that the following categories of people remain vulnerable to poverty: African females, children 17 years and younger, people from rural areas and those with no education. The 2020 Socio-Economic Profile does not give an update on the categories of people that are most vulnerable to poverty. However, it does highlight the following socio-economic risks in the following order: 1) Low economic growth; 2) Low skill levels; and 3) low learner retention rate. Considering this and the devastating impact that the COVID pandemic had it would be fair to expect that the categories of vulnerable to poverty would be the same and might have increased. If the categories did not increase, the number of people in poverty certainly would have. The socio-economic impact of COVID-19 has intensified poverty conditions for many people in our communities. People, breadwinners, have lost their jobs or worst their lives. Thousands of people had to be supported by soup kitchens or with food parcels. Many school going youth gave-up on completing school increasing the already high drop-out rate in the Overstrand.

Notwithstanding, the strategic thrust of the department remained largely the same. 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. ECD remains one of the most effective strategies to increase learner retention rate and outcomes. The ECD strategy is supported with after school services which ensures a safe, health and stimulating environment for vulnerable school going children. ECD and after care services primarily create sustainable job opportunities for women, including African women, in rural and urban areas.

Youth development remain another key strategic objective and to this end we launched a youth desk. The primary objective of the youth desk is to create an enabling environment for youth development by facilitating opportunities between various stakeholders and the youth. We are also working on establishing platforms through which meaningful interaction and participation by the youth and the municipality can be institutionalised. Opportunities for youth development are also being leveraged through availing community facilities for youth lead activities.

Substance abuse in the Overstrand has been on decrease but it remains high. According to the *2020 Socio-Economic Profile: Overstrand Municipality*, Overstrand accounted for 43% of the drug-related offences reported in the Overberg in 2019/20. There are not enough organisations in the Overstrand that provide early intervention services and more recreation and other opportunities needs to be created. Partnerships with the Overberg District Municipality and the Western Cape Department of Social Development are in place and will increase coordination and implementation of local drug action plans. In addition to this we welcome the new National Drug Master plan launched in 2020 which guides drug action plans for all spheres of government.

The Overstrand municipality has a high percentage of elderly people in relation to its population. Many of them have come here to retire, many have lived here all their lives and have nowhere else to go. Residential facilities for the elderly living in poverty are non-existing and they are dependent on community-based care centres for the services for many services they require. To address this, we have launched an elderly outreach programme aimed at complimenting the services of these centres to the elderly. Regrettably this programme was curtailed by the COVID-19 pandemic, but it was well received when it started and will resume when conditions allow for the elderly to join gatherings safely.

COVID also underscored the true magnitude of gender-based violence in our country. This year we gave support to all the trauma rooms in the Overstrand and participated more broadly in activities raising awareness about gender-based violence. We embarked a gender awareness survey during women's month and September to learn more about gender-based perceptions in our communities and to give them opportunities to reflect on theirs. The *National Strategic Plan on Gender Based Violence and Femicide* launched last year has not yet translated into concrete actions on the ground in our communities, but plans are in place and through establishment government partnerships we are ready implement the plan in the Overstrand.

For children, youth, women, people with disabilities, elderly or people living with HIV/AIDS the struggle for survival increase when economic prosperity decrease. This reality has been amplified for many due to COVID-19. Empowering of disadvantaged and vulnerable groups is critical to social development. Change can only occur when real access to opportunities exists 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 | • Established youth desk;<br>• Senior certificate project – assisting youth older than 21 years to register for the mid-year senior certificate exams;<br>• Support local youth with an afterschool service needs survey;<br>• Support local youth in performance art;<br>• Supported the participation of local youth in the Western Cape Provincial Parliament's virtual Youth Dialogue;<br>• Facilitated and Supported youth panel discussion with the State of the Nation address. |
| Disabled | Support of ECD for children with special needs |
| Elderly | Elderly outreach programme – brings the elderly together in their communities with the aim of complimenting services expected from community based service centres for the elderly. |
| Gender | Gender awareness survey (during women's month and September)<br>Participated in a number of 16 days of activism events. |
| Early childhood development | After school programme<br>Audit of all municipal buildings used as ECD facilities |

**TABLE 158: CHILD CARE; AGED CARE; SOCIAL PROGRAMMES HIGHLIGHTS**



Primary school children learned about child abuse and their rights



Sixteen days of Activism outreach to ECD's

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

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| Fire Safety Requirements for ECD's are guided by the National Building Regulations which does not make provision for partial care facilities, but only for places of learning are at odds with the environmental health guidelines. | The issue has been lodged with the district municipality. |
| Service to the youth and their participation in the affairs of government | We have established a youth desk and have plan in place to institutionalise youth participation in local government. |
| Lack of a youth centre | While plans are in place for the establishment of a youth centre, we have worked with the youth to identify activities that can be facilitated at community halls which we have made available for this purpose. |
| Inter-governmental relations | Cooperation between the municipal social development unit, and the district municipality together with the Western Cape Department of Social Development are improving through the District Social Development Forum. |

**TABLE 159: CHILD CARE; AGED CARE; SOCIAL PROGRAMMES CHALLENGES**

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

| Child care, Aged care, Social programmes | | | | |
|---|---|---|---|---|
| **Description** | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| Trees planted | 160 | 181 | 140 | 216 |
| Vegetable gardens established | 0 | 3 | 11 | 1 |

| Child care, Aged care, Social programmes | | | | |
|---|---|---|---|---|
| **Description** | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| Gardens supported (Household and Community) | 0 | 0 | 0 | HH – 1270<br>Community - 23 |
| Soup kitchens established or supported | 0 | 0 | 48 | 35 |
| Initiatives to increase awareness on child abuse | 1 | 3 | 0 | 2 |
| Initiatives to increase awareness on disability | 0 | 3 | 2 | 0 |
| Initiatives to increase awareness on women | 1 | 3 | 1 | 2 |
| 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) | 8 | 3 | 1 | 3 |

**TABLE 160: SERVICE STATISTICS FOR CHILD CARE; AGED CARE; SOCIAL PROGRAMMES**



Sixteen days of Activism outreach to primary school children



Sixteen days of Activism outreach to ECD's



Sixteen days of Activism outreach to ECD's



Children from the afterschool programme at their Christmas play



Youth stakeholder engagement




Sixteen days of Activism outreach to children and youth

| Employees: Childcare, Aged care, Social programmes | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | 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 161: 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 and other conservation authorities and stakeholders in order 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 Department is divided in two units;

1) Biodiversity Conservation
2) Environmental Planning and Auditing.



Additional units are funded by the EPWP Programmes;

3) Working for the Coast Programme (WftC).
4) Green Good Deeds Programme (GGDP):

**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 OM (including biodiversity, soil, water and energy) by the landowners and staff of, and visitors to OM.
- To promote the conservation of the environment (biophysical, socio-economic and cultural-historic characteristics) by formally entering into Conservation Management Agreements with neighbouring 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 OM.

- 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 Management 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 Management 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 Working for the Coast Programme will be ending in August 2021. The new process for the appointment of an Implementing Agent has not been completed as yet and the OM awaits the discussions from National Department for the new Programme.

### 4) Green Good Deeds Programme (GGDP):

The Green Good Deeds Programme's objective 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 and he will be coordinating the activities of the Youth Ambassadors.

## a) Highlights: Environmental Management Services

| Highlights | Description |
|---|---|
| Approval of the Paddavlei Management & Rehabilitation plan | The aim of the management & rehabilitation plan is to create a diversity of wetland habitats and improve wetland functionality while being aesthetically pleasing and restore the ecosystem services of the wetland. The rehabilitation does however have to be achievable. |
| Environmental Overlay Zones Regulations | The Environmental Management Section submitted the document in 2019 and it was adopted by Council in 2020. This document encompasses the entire Overstrand land area and will afford additional protection to areas directly managed by the OSM. The plan ensures the protection of ecosystem services that these natural assets provide, such as flood attenuation, waste absorption air and water purification, resource provision and recreational cultural benefits. Properties falling within the EMOZ will have additional restrictions for development to maintain the natural functions, habitat, and systems in the Overstrand.<br><br>This document is the first of its kind in the Overberg Region. |
| National Wetlands Award 2020: Stewardship Category | The National Wetland Awards are awarded annually to recognise outstanding contributions to wetland work in South Africa. This category applies to those who have made a significant contribution towards securing the effective and sustainable management of wetland areas through either the expansion of these areas or through agreements and collaboration with land users and owners in order to conserve wetland health, eco-system services and biodiversity.<br><br>There were 9 nominees in the stewardship category. Liezl de Villiers, Senior Manager: Environmental Department won the award for the pivotal collaboration role she played with all the relevant stakeholders during the Onrus River Peat Fire. |
| Overstrand Baboon Management Programme | The establishment of a Strategic Baboon Management Plan for the Overstrand Municipality is place since October 2020. The Programme services the towns Pringle Bay, Betty's Bay, Kleinmond and Greater Hermanus. |

| Highlights | Description |
|---|---|
| Environmental audits of Municipal facilities | The Environmental officers completed audits on a suite of municipal facilities including all the Waste Water Treatment Works, sewer pump stations, Water Treatment Works, Waste-drop offs, transfer stations and Landfill sites. Findings and recommendations were shared with the relevant departments. |
| Acceptance of the Fernkloof PAMP by Council | The Fenkloof Protected Area Management Plan was accepted by council in February 2021. This is a milestone for the Environmental section and the Overstrand Municipality as a whole as it clearly sets the goals and standards for the management of Fernkloof Nature Reserve.<br><br>The PAMP was submitted to CapeNature for review in April 2021 and in July 2021 the comments from CapeNature have been received. The document will be reviewed to include the CapeNature comments and will be forwarded to Province for the 30-day PPP after which it will be submitted to the MEC for consideration. |
| Environmental GIS | The Overstrand Municipality is moving to integrate data of different departments. This allows different management areas to work together with a clear understanding of the goal to be achieved. The environmental section has added value to the GIS services within the municipality my adding critical management and environmental data to the GIS. Some of this data is available to the public on the Overstrand Municipality's website. |

**TABLE 162: ENVIRONMENTAL MANAGEMENT SERVICES HIGHLIGHTS**

## b) Challenges: Environmental Management Services

| Description | Progress in 2020/21 to address challenge |
|---|---|
| Lack of Public Education Programmes: Unfortunately, covid-19 restrictions limited environmental education activities | Covid-19 restrictions still makes public education and information sharing very difficult. |
| Changes in Covid 19 regulations | Continued changes in Covid 19 regulations have had a "stop start" effect on implementation and management of environmental projects and day to day management of our environmental areas. |
| LED Funding | The Environmental Section depends on Local Economic Development funding to employ personnel that assist with the day-to-day maintenance of our natural areas. Unfortunately, this funding is limited, and this has a direct impact on the Environmental section to fulfil their day-to-day tasks. |
| Environmental Maintenance Tender | A three-year tender to assist the EMS in working efficiently has been advertised and bids have been received. Unfortunately, due to unforeseen delays, this tender has not been finalised, however we are confident that this process will be concluded before September 2021. |
| Staff Capacity | The Environmental Department focuses on Planning and Operations. Although the Department has grown in size over the past few years, the impact of increased development on the environment also grows greatly and the Department does not have the required staff to become a proactive role player when it comes to the effective management and protection of the environment. The Department |

| Description | Progress in 2020/21 to address challenge |
|---|---|
| | has submitted a reviewed organogram in order to grow the capacity of the Department for the next 7 years in order to cope with increased development and service delivery in the Municipality. |

TABLE 163: ENVIRONMENTAL MANAGEMENT SERVICES CHALLENGES

| Employees: Environmental Management Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | 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 | 5 | 5 | 5 | 5 | 4 | 1 | 20% |
| 10 - 12 | 3 | 2 | 2 | 2 | 2 | 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** | **11** | **10** | **10** | **10** | **9** | **1** | 10% |

TABLE 164: 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 (PAMP) format as required by CapeNature. The document was advertised for public comment in June 2019. Comments have been included into the document and submitted to Council for approval in May 2020. Council referred the document back for Stakeholder participation. This process was concluded and the PAMP was finalized in January 2021 and submitted to Council in February of 2021. The PAMP was approved by Council and signed off by the Executive Mayor in March of 2021. Final comments from Cape Nature have been received and will be incorporated into the document and referred to Province for the final PPP.

**Environmental Management Overlay Zone Regulations:**

Environmental Overlay Zones has been approved by Council and was gazetted in August 2020.
The regulations are now applied during the review of Building plans, Town Planning applications and Environmental Impact Assessments.

**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.

In 2020, the EMS incorporated wildfire components to the Alien Clearing Management Plan. This plan is GIS driven and is continually growing. As interdepartmental decision was made that the EMS will assist Area Management with alien clearing mapping and planning. This has moved to Overstrand Municipality to view alien clearing from a holistic approach. Fire services also use this data to mitigate wild fires.



Photo Credit: Michael Henn

**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 planned 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 Plant infestations and Fire.

A total of 620 hectares were scheduled to form part of the 2020-21 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 2021-2022, 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 management of Fernkloof Nature Reserve is guided by a Management Plan, dated 2001. The newly drafted Fernkloof Protected Areas Management Plan for 2020-2025 has been recommended by Council in February of 2021 and will be implemented as soon as it has been approved by the MEC.




Photo Credit: Botsoc Website

The Nature Reserve has a fully constituted Advisory Board but unfortunately could not meet regularly during the course of the year because of changes in the Lockdown regulations. The last FAB meeting was held in May of 2021.

The reserve is also supported by the Hermanus 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 and monitoring 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 (2021 – 2022).



Photo Credit: Botsoc Website

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. Although these activities form the majority of the day-to-day work, the reserve management also work closely with neighbouring communities and stakeholders to ensure the management success of the reserve and secure biodiversity for the enjoyment of all.

The Botanical Society continues to play an important role in Fernkloof by managing the Herbarium, the Fernkloof Botanical Gardens, the Fernkloof Nursery and research. The co-operation agreement between the Botanical Society and the Overstrand Municipality is still in draft form and negotiation and continued discussion is still in place to finalise this agreement. The Botanical Society furthermore hosts member

evenings with informative educational talks which contributes to the community participation profile of this nature reserve.

**Kleinmond Nature Reserve:**

Kleinmond Nature Reserve is a Local Nature Reserve with formal protection status under the National Environmental Management: Protected Areas Act. This nature reserve has a very outdated management plan, which has to be reviewed. 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




Photo Credit: Sivewe Nondobo

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.

Currently the Kleinmond Nature reserve is under threat of land invasion, illegal plant harvesting and hunting with dogs. This is being addressed through the management of the Nature Reserve, Council and Protection Services.

**Rooi-Els Nature Reserve:**

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. It is envisaged that a co-management agreement will be signed with the Rooi-Els nature conservation society to ensure combined management of this high biodiverse nature reserve.

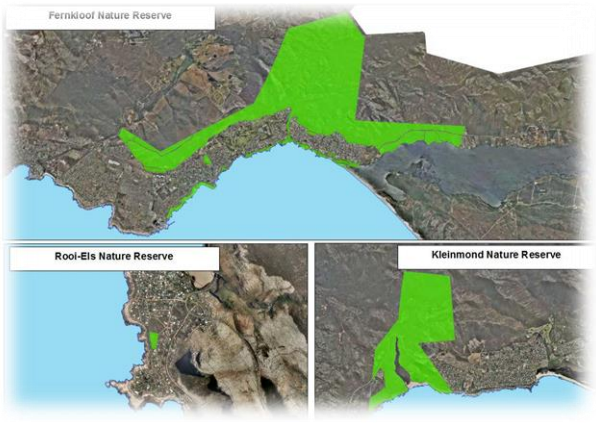



Photo Credit: Tarron Dry

### 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 1 100 00.00** was spent on the maintenance of firebreaks and fire prevention through biomass reduction during the financial year encompassing some 26 kilometers. The record for firebreaks excludes firebreaks that were maintained by Operational Services and the Working on Fire teams.

### Alien Vegetation Management

The Environmental Management Section maintains a set of open spaces and nature reserves which are collectively known as Natural 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.



Photo Credit: Liezl de Villiers

**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 Hermanus 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 500 000 was received for the financial year that was all spent on Invasive Alien Plant Clearing. In addition to environmental areas, the EMS has joined hands with operational staff so as to see Alien Clearing in the Overstrand as a whole and not just by management units. This combined strategy will affect a total overview of alien clearing in the Overstrand.

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 financial year for 2021/22.

### Co-Management Agreements

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 Credit: BlueScience

### 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. Within the past year, the number of noise complaints dealt with by the department was mainly focused on generators. These are commonly used by business during scheduled Eskom loadshedding. The complaints are dealt with in consultation with the Western Cape Noise Control Task team, which provides invaluable expertise.

**Project Storm:**

Storm Water drain net project

In terms of the Environmental Management System, Overstrand municipality strives for continual improvement and minimalization 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.

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.



Photo Credit: Penelope Aplon

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 have already been identified across the municipal area to be fitted with socks.
Project Storm has now been rolled out to Kleinmond and Hermanus. The Municipality and DICT are partnering with NGO's and private funders to install more socks. The Kleinmond Natuurbewaringsverenging has done installations in Kleinmond. Plans are also in place for 2 new socks along the Hermanus Cliff Path. There is also a standard operating procedure in place with the various operational departments, to streamline the regular cleaning of the storm water socks.

## Environmental Management System

The Overstrand Municipality's Environmental Management Section conducted Environmental Audits on all the municipal Waste Water Treatment Works, Water Treatment Works, sewer pump stations, solid waste transfer stations, solid waste weekend drop-off's and landfill sites as part of the Overstrand Environmental Management System (EMS). As per the Overstrand Integrated Development Plan (IDP) the purpose of the EMS is to address the immediate and long-term impacts of municipal activities, products, services, facilities, and processes on the environment. By implementing the EMS, the Municipality seeks to instil "Good Practice" procedures in operational aspects.

## Climate Change Projects

**Local Government Climate Change Support Programme (LGCCSP):**

The Environmental Staff attended Climate Change Finance Training held in Worcester from 27-29 November 2019. Each Municipality had to present a climate change related project that would require funding. The Environmental Staff presented the Onrus Peat Fire Rehabilitation. The Environmental Section was approached by the LGCCSP in January 2020 regarding the rehabilitation of the Onrus Peat Wetland. Deviating from the selection criteria the Overstrand Municipality was nominated by the LGCCSP to receive hands-on support for the development of a Project Proposal which will be submitted to possible funders for implementation of such an activity. This came to a halt due to covid-19. It is envisaged to pick this up again within the next year.

Overstrand Municipality is part of the Overberg Climate Change and Biodiversity Forum.

The Overberg District Climate Change and Biodiversity Forum strives to achieve the following objectives:

a) The Overberg Climate Change and Biodiversity Forum provide a platform for local government in the Overberg District to coordinate, align, mainstream and implement adaptation responses to climate

change which are specific to the Overberg District and which recognises the interlinkages between climate change and biodiversity;

b) Serve as a reference group to ensure consistent, integrated and coherent messaging for climate change-related outreach and awareness-raising activities in the Overberg District;

c) Provide a platform for local government in the Overberg to share knowledge and build capacity through sharing information on forthcoming national, regional and international climate change-related events including but not limited to conferences, seminars, workshops and training opportunities;

d) The forum will also serve as a platform to share information on the climate change and biodiversity policies, tools and, interventions across the Overberg District thereby minimising duplication of efforts across the District whilst pooling of resources;

e) To promote the collaboration and strengthening engagement with regards to biodiversity management and climate change response across the Overberg District Local Government Sphere by means of joint projects /initiatives /campaigns; The forum must act as the coordination hub to ensure joint Planning,

f) Ensuring that funding and programme / project implementation is addressed at district level thereby avoiding a divided approach;

g) To ensure, assist and facilitate the integration and appropriate management of local biodiversity so as contribute to combatting climate change;

h) To steer and facilitate biodiversity management across all local municipalities in the Overberg District to invest in the preservation and restoration of local habitats in order to increase protection against climate change impacts; and

i) Inform and guide Municipalities in the Overberg with regards to projects and programmes linked to biodiversity protection and Climate Change initiatives. (extract from Overberg Climate Change and Biodiversity Forum TOR)

The Local Government Climate Change Support Program an initiative of the DFFE and the DeutscheGesellschaft für Internationale Zusammenarbeit (GIZ) GmbH has developed several tools which are intended to assist local government with responding to climate change at a local level in South Africa. These tools include the "Lets Respond Toolkit" which provides and introduction and overview on how to integrate climate change into municipal planning processes.

The Environmental Section intends on obtaining assistance with the Overberg District Municipality and the Climate Change Forum, to compile a Climate Change Response Strategy for the Overstrand Municipality.

**Onrus Palmiet-Peat Wetland System:**

The Environmental Management Section is also exploring different avenues to find funding for the rehabilitation and restoration of the Onrus River Palmiet-Peat wetland system.



Peat wetland systems/mires are incredibly important for storing Carbon which plays an important role in Climate Change mitigation. A healthy Peat system will ensure maximum storage of Carbon from the air ensuring clean, healthy air in the surrounding environment.

Peat wetland systems/mires are incredibly important for storing Carbon which plays an important role in Climate Change mitigation. A healthy Peat system will ensure Photo

maximum storage of Carbon from the air ensuring clean, healthy air in the surrounding environment. Wetland systems also play an important role to filter and store water which ensures a high quality and quantity of water, especially during drought periods. It is thus very clear that the Onrus Palmiet-Peat Wetland System plays an important role to ensure sustainable Ecosystem Services in the surrounding environment. To safeguard these systems to fulfil their ecosystem services, effective management is required. Management interventions such as a sustainable ecological water release from the De Bos Dam, invasive alien plant clearing, effective and sustainable agricultural practices and erosion and pollution control but be implemented.

The Onrus Wetland is situated on Private Land and the Landowners negotiated funding from LandCare to implement an Alien Clearing Project to clear all the invasive plant species from the Wetland property. The project is implemented by Casidra on behalf of LandCare and the Private Landowners. Discussions with Working for Wetlands, the National Department of Environmental Affairs, CapeNature and the local community continues in order to find a suitable funding model to include greater rehabilitation initiatives for the Onrus Catchment to Coast.

## Environmental Education and Awareness

**Marine Conservation Puppet Shows 2021**

In June 2021 Story Team completed an Educational Theatre programme for the Overstrand Municipality, focussing on the importance of Marine Conservation and the negative impact of pollution on the Marine environment.

The Team visited schools in **Stanford:** De Bron Primary school, **Kleinmond**: Laerskool Kleinmond, **Hermanus**: Mount Pleasant Primary School.

The aim of Story Team was to involve learners in the learning process. Encouraging them to become responsible adults and warriors for our environment. Learners are encouraged to participate with the characters and empower themselves to make better decisions for the future. Important information regarding the conservation of our Marine habitat and the devastating consequences of plastic and oil pollution are communicated. Learners are encouraged to take responsibility for their own environment and communities.






The programme reached six hundred and sixty-three (663) learners with positive feedback from educators.

Although Covid protocol restricted the groups to less than 100, it created a more intimate space to reach and educate our audience.

Story Team believe that the theatre is a powerful tool to create communication between communities, building opportunities for future collaboration and participation in the conservation of our environment.

**World Oceans Day 2021**

The United Nations has designated 8 June as World Oceans Day to remind us of the major role that oceans play in our everyday life. This year's theme is The Oceans: Life and Livelihoods.

The Environmental Section was celebrating the day by stencilling various messages on the drains in the Hermanus CBD. The stencil project is part of the project storm building on from the storm drain nets that the municipality is doing in collaboration with Marine Dynamic and Dyer Island Conservation Trust.




**World Environment Day 2021**




In acknowledgement of World Environmental Day on 5 June, and in collaboration with valued conservation partners Whale Coast Conservation (WCC) and Paddavlei Eco Group (PEG), the Hawston Cadets begun the placement of the educational stencils around the Paddvlei Wetland in Hawston. The project has been successful and



carries an education component with the Overstrand Municipality placing education signs at all drains that reads "Don't Litter. The Sea Starts Here."

**CHILD PROTECTION WEEK: WORLD OCEANS DAY AND WORLD ENVIRONMENT DAY 2021**

EMS (Kleinmond – Hangklip Administration) along with the Western Province Child Welfare held an event to celebrate the 2021 Child Protection Week and to teach the children that a safe environment includes a safe ecological environment. The children were shown how litter that discarded on their neighbourhood streets ends up the ocean and estuaries. Project Storm and The Sea Starts Here was discussed. The children signed their *2021 My Pledge to protect the planet and our children*. The children pledged to teach others not to throw down litter and to help to keep the environment clean by picking up litter.

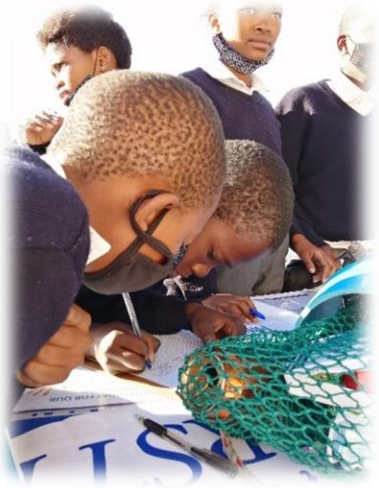




Photo Credit: Tamzyn Zweig

**WHALE COAST CONSERVATION CHAMELEON PROJECT:**

The Environmental section continues to work closely with WCC in order to minimise the effect that controlled burns have on the cape Dwarf Chameleon Project. Before any controlled burns take place, the team from WCC, spearheaded by Sherainne van Wyk, will do a sweep of the area/site to be burned and collect all the chameleons and house them temporarily until a site is found to relocate them close to where they were collected.





Photo Credit: Noel van Wyk

**INTERNATIONAL COASTAL CLEANUP DAY**

The Environmental Department, working together with Plastics SA and various partners coordinated the Coastal Cleanup event in the Overstrand. 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.

**OVERSTRAND BABOON MANAGEMENT PROGRAMME (OBMP):**



Within the municipal area, there are approximately 14 baboon troops of varying sizes comprising about 450 animals in total. There are "hotspot" areas which experience the presence of baboons more frequently than the rest of the municipal area. These areas currently include Rooiels, Pringle Bay, Kleinmond, Betty's Bay, Onrus, Voelklip, Hermanus Heights and Fernkloof. Not all of the "hotspot" areas are high risk areas for baboon-human conflict or require urgent intervention, for example, the Rooiels community has baboons living within the urban area but does not feel that specific intervention is required outside of what the community itself is currently providing. Environmental factors such as fire or drought can also change the behavioural patterns of the baboon troops and therefore the risk potential for human-baboon conflict within specific areas changes over time.

The Overstrand Municipality (OSM), the Western Cape Nature Conservation Board (CapeNature) and the Western Cape Provincial Department of Environmental Affairs and Development Planning (DEA&DP) concluded a Compactum in March 2019 in terms of the provisions of Chapter 4 of the Intergovernmental Relations Framework Act, 2015 (Act 13 of 2005). The purpose of the Compactum was to create a mechanism to resolve the issue of the control and management of nuisance or damage-causing baboons that occur in the Overstrand Municipal Area.

In terms of the Compactum a Baboon Management Joint Task Team (BMJTT) was established to compile a Strategic Baboon Management Plan for the Overstrand Municipal Area. The mandate and terms of reference of the BMJTT are as articulated as points 2.1 to 2.5 within the Compactum:

2.1. identifying and agreeing on practical measures that are necessary to deal effectively with these baboons;

2.2. costing the identified necessary measures;

2.3. agreeing on the allocation of, and the Parties' financial contribution towards, each of the identified

necessary measures;

2.4. considering the establishment, and potentially recommending terms for, a joint decision-making structure to maintain oversight over the persons tasked with implementing the identified necessary measures, as well as to deal on a consensual basis with contentious or sensitive matters that may arise; and

2.5. negotiating the terms of an implementation protocol that gives effect to the above, which protocol will then provide for the joint management of these baboons in terms of a strategic baboon management plan (hereinafter referred to as: "the SBMP")."

Human Wildlife Solutions (HWS) has been appointed from 2020 – 2023 to manage the Overstrand baboon programme in areas that are faced with human-baboon conflict. A budget of R26 million has been allocated to this programme for a 3-year period. This management programme includes the Virtual Fence management system and the deployment of baboon monitors using various methods in accordance with the adaptive management approach of the SBMP.

## 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



The newly established K9 unit launch was held on 18 June 2021. The K9 unit in conjunction with the Task Team had a demonstration on how they deal with Abalone poaching complaints which are one of their daily challenges.

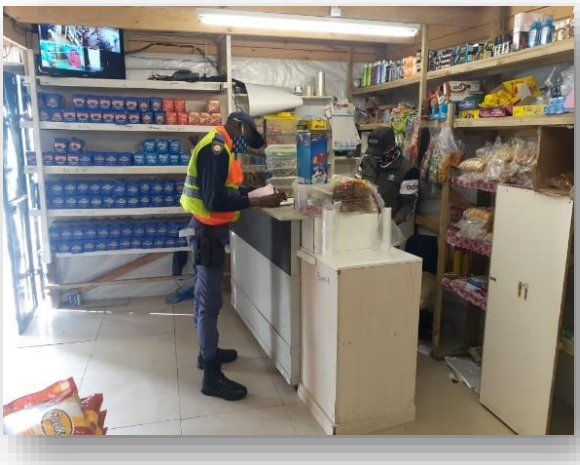
## a) Introduction to Law Enforcement

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 |
|---|---|
| Crime Prevention/Visible policing | Daily patrols were conducted within the Overstrand area to prevent any crimes being committed with special focus on the hot spot areas. High visibility was ensured by conducting daily joint operations and VCP's. |
| Abalone poaching | Daily patrols and inspections were conducted in conjunction with other role players like SAPS, DAFF, Border Police and SANDF within the Overstrand area at hot spot poaching sites to prevent illegal abalone poaching which led to many successes. Many arrests were made, and abalone and other poaching related items were seized. |
| Disaster Management Act | Daily patrols were conducted within the Overstrand area to ensure compliance to the Disaster Management Act. Fines were issued to non-complying public members. Funerals were attended to ensure that there are only 50 members attending the funeral and that all other Covid 19 protocol is followed. Inspections were conducted at businesses to ensure that there is sanitizer in place, they close at the time stipulated in the act, social distancing is applied, face masks are worn and that there are not too many clients in the store. |

**TABLE 165: LAW ENFORCEMENT HIGHLIGHTS**



Shop compliance inspections were conducted to ensure that all shops comply with the Disaster Management Act regulations with regards to the closing time, wearing of masks, social distancing, sanitizer, and the total clients in the store.

## c) Challenges: Law Enforcement

| Challenges | Progress made in 2020/21 to address challenge |
|---|---|
| Disaster Management Act: Wearing of face masks and remain confined to place of residence during curfew | During the level 4, 3 and 2 Covid 19 lockdown periods, a huge challenge was the unnecessary movement of public during the curfew. Some members of the public did not wear face masks in public as stipulated in the act. Law Enforcement officials had to issue fines to non-complying public members. During the level 2 and 3 lockdown periods there were no fines involved and warnings were issued. |
| 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 problems areas to minimize illegal occupation and other nuisances. 53 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. Visible patrols and site visits were conducted to prevent illegal squatters. Vagrant complaints have decreased due to some cases of the homeless being accommodated by open hearted people who had rooms available to keep them safe from the winter storms and Covid 19. In some cases where heavy rainfall was experienced, Law Enforcement would transport the homeless to a safe place until the storms had passed. 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 | Illegal dumping remains a challenge for Law Enforcement. It is not always easy to catch the offender red handed but in cases where the offender is caught, fines are issued. A total of 46 fines were issued for illegal dumping and 78 illegal dumping complaints were attended to where warning notices were issued in some cases. |
| Abalone poaching complaints | Complaints regarding illegal abalone poaching are received on a daily basis. Complaints were attended to in conjunction with other role players like SAPS, DAFF, Border Police and SANDF and offenders were dealt with accordingly. Even though cases were opened, and abalone and other poaching related items were seized, this did not stop illegal abalone poaching from continuing. |

**TABLE 166: LAW ENFORCEMENT CHALLENGES**

## d) Service Statistics for Law Enforcement

| | Law Enforcement | | | | |
|---|---|---|---|---|---|
| **No.** | **Details** | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| | | **Actual No.** | **Actual No.** | **Actual No.** | **Actual No.** |
| 1. | Number of by-law infringements attended | 6730 | 7952 | 14 861 | 20 698 |
| 2. | Number of officers in the field on an average day | 21 | 37 | 36 | 53 |
| 3. | Number of officers on duty on an average day | 21 | 37 | 36 | 53 |
| 4. | Number of animals impounded | 329 | 412 | 437 | 433 (199 cats & 234 dogs) |

| No. | Law Enforcement | | | | |
|---|---|---|---|---|---|
| | Details | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
| | | Actual No. | Actual No. | Actual No. | Actual No. |
| 5. | Number of awareness initiatives | 53 | 64 | 28 | 74 |

**TABLE 167: LAW ENFORCEMENT DATA**

| Type of service | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|---|
| Monitoring of Bylaw's contraventions | 523 | 1109 | 516 | 304 |
| | 37 | 20 | 5 | 4 |
| | 5 | 2 | 3 | 4 |
| | 56 | 45 | 159 | 132 |
| | 204 | 134 | 21 | 15 |
| | 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. | 100 Sites visited by Law Enforcement Officials with Private guards and officers of Safety & Security Department on duty to do site guarding and to protect municipal property on a daily basis. |
| | Regular patrols in conjunctions with Directorate Community Services.<br><br>140 complaints received regarding illegal structures. Assisted with demolishing of 7 structures | Regular patrols in conjunction with Directorate of Community Services.<br><br>495 complaints received regarding illegal structures.<br><br>Assisted with the demolishing of 70 illegal structures. | Regular patrols in conjunction with Directorate of Community Services.<br><br>29 complaints received regarding illegal structures.<br><br>Assisted with the demolishing of 62 illegal structures. | Regular patrols in conjunction with Directorate of Community Services.<br><br>16 complaints received regarding illegal structures.<br><br>Assisted with the demolishing of 68 illegal structures. |

**TABLE 168: ADDITIONAL PERFORMANCE INFORMATION FOR LAW ENFORCEMENT**

| Employees: Law Enforcement | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | 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 | 4 | 24 | 29 | 52 | 50 | 2 | 4% |
| 10 - 12 | 2 | 4 | 4 | 7 | 4 | 3 | 42.85% |
| 13 - 15 | 0 | 5 | 5 | 4 | 4 | 0 | 0% |
| 16 - 18 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| 19 - 20 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total** | **6** | **33** | **38** | **63** | **58** | **5** | **7.9%** |

**TABLE 169: EMPLOYEES: LAW ENFORCEMENT**

## 3.8.3 TRAFFIC SERVICES

### a) Introduction to Traffic Services

The aim and function of the Traffic Department is to educate and create a culture of voluntary compliance with road traffic rules and regulations and to enhance courteous and tolerant road user 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 are 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.



Long queues for the renewal of driver's licences and motor vehicle registrations at the Traffic department in Hermanus. Car ports have been erected to accommodate clients who must queue in sunny or rainy weather circumstances. Social distancing is being conducted as safety measure and to prevent the spread of Covid-19.

## b) Highlights: Traffic Services

| Highlights | Description |
|---|---|
| National Land Transport Act | • The illegal transport of passengers in the Overstrand area. Daily operations were conducted to rectify the problem by Officials |
| National Road Traffic Act | • Daily vehicle check points (VCP`s) were conducted by officers to check for driver fitness and vehicle fitness<br>• High visibility patrols in hotspots areas where accidents occurred<br>• Speed law enforcement in Overstrand Area to reduce speed and crashes<br>• Integrated Roadblocks was conducted to reduce Drinking and Driving on the R43 |
| Disaster Management Act | • Daily checks were made by officers to observe that people is adhering to the Disaster Management Act to reduce the spreading of the Covid 19 virus by issuing fines |

**TABLE 170: TRAFFIC SERVICES HIGHLIGHTS**




VCP conducted on the R43 near Sandbaai 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 2020/21 to address challenge |
|---|---|
| Conflict in the Public Transport Sector and taxi related problems | • Zero Tolerance regarding Public Transport Offences by Officials<br>• Integrated operations with other role-players<br>• Engaging with the Taxi Association for instance meetings and discussions on how to go forward. |
| Moving violation issues on the R43 | • Deployed more Traffic Officers in the hotspot areas. |
| Current speed tender lapsed, no speed enforcement at present | • Awaiting approval of new speed tender in order to proceed with speed enforcement in Overstrand. |

| Challenges | Progress made in 2020/21 to address challenge |
|---|---|
| Drinking and driving over weekends | • Integrated roadblocks with other role-players such as Provincial Traffic and SAPS. |
| Parking violations in the Central Business District (CBD) area | • Appointed more EPWP Wardens in the CBD area. |
| Disaster Management Regulations issues | • A directive was issued by the HR department (Occupational Health and Safety Sector) regarding the protocols on Covid 19 to prevent the closure of the Traffic Department. |

**TABLE 171: TRAFFIC SERVICES CHALLENGES**

## d) Service Statistics for Traffic Services

| Traffic Services Data | | | | | |
|---|---|---|---|---|---|
| **No.** | **Details** | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| | | **Actual No.** | **Actual No.** | **Actual No.** | **Actual No.** |
| 1 | Number of road traffic accidents during the year | 163 | 198 | 182 | 189 |
| 2 | Number of officers in the field on an average day | 12 | 12 | 17 | 16 |
| 3 | Number of officers on duty on an average day | 12 | 15 | 17 | 16 |

**TABLE 172: TRAFFIC SERVICES DATA**

| Type of service | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|---|
| Motor vehicle licenses processed | 51 425 | 69108 | 38 908 | 56 154 |
| Learner driver licenses processed and issued | 4666 | 4 883 | 3159 | 3839 |
| Driver licenses processed | 1400 | 1 530 | 7 594 | 2805 |
| Driver licenses issued | 678 | 653 | 499 | 8240 |
| Fines issued for traffic offenses | 122 751 | 136 538 | 8 482 | 25 281 |
| R-value of fines collected | R 6 259 300 | R 7 531 246 | R4 950 348 | R15 193 725.00 |
| Roadblocks held | 688 | 999 | 1 331 | 1787 |
| Special Functions – Escorts | 60 | 81 | 56 | 65 |
| Awareness initiatives on public safety | 20 | 10 | 18 | 19 |

**TABLE 173: ADDITIONAL PERFORMANCE INFORMATION FOR TRAFFIC SERVICES**

## e) Service Delivery Indicators

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | 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 2021 (Actual revenue, excluding the fine impairment amount) | R-value of public safety collected income | All | **R17 347 607.03** | **R16 500 000** | **R19 716 064.01** | G2 | Target well met |

**TABLE 174: SERVICE DELIVERY INDICATORS: TRAFFIC SERVICES**

| Employees: Traffic Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | Employees | Employees | Employees | Posts | Employees | Vacancies (fulltime equivalents) | Vacancies (as a % of total posts) |
| | No. | No. | No. | No. | No. | No. | |
| 0 – 3 | 1 | 1 | 1 | 1 | 1 | 0 | 0% |
| 4 – 6 | 22 | 19 | 23 | 22 | 21 | 1 | 4.5% |
| 7 – 9 | 4 | 3 | 5 | 5 | 4 | 1 | 20% |
| 10 – 12 | 17 | 20 | 16 | 18 | 18 | 0 | 0% |
| 13 – 15 | 3 | 2 | 2 | 3 | 2 | 1 | 33.33% |
| 16 – 18 | 1 | 1 | 1 | 1 | 1 | 0 | 0% |
| 19 – 20 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total** | **48** | **46** | **48** | **50** | **47** | **3** | 6% |

**TABLE 175: EMPLOYEES: TRAFFIC SERVICES**

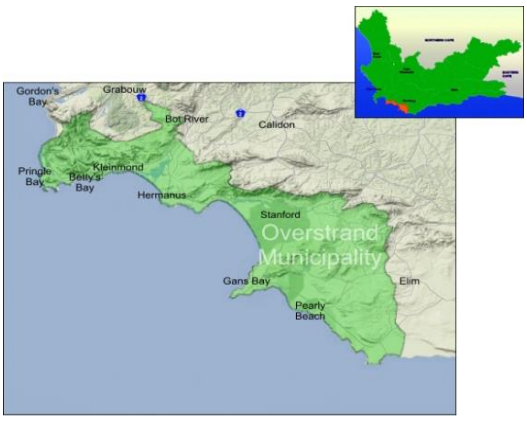
| Capital Expenditure 2020/21: Traffic Services | | | | | |
|---|---|---|---|---|---|
| R' | | | | | |
| Capital Projects | 2020/21 | | | | |
| | Budget | Adjustment Budget | Actual Expenditure | Variance from original budget | Total Project Value |
| **Total All** | | | | | |
| No capital projects for 2020/21 | | | | | |
| *Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)* | | | | | |

**TABLE 176: CAPITAL EXPENDITURE 2020/21: 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 |
| **Inspectors** | 1 |
| **Traffic Officers** | 6 |
| **Law Enforcement Officers** | 47 |
| **Learner Traffic Officers** | 3 |
| **Learner Law Enforcement Officers** | 1 |
| **Assistant Traffic Wardens** | 5 |




**Area Map**

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

| | | | |
|---|---|---|---|
| **Senior Superintendent** | 0 | **EPWP Temps (Motor Vehicle Registration)** | 5 |
| **Superintendent** | 1 | **EPWP Temps (K53)** | 1 |
| **Management Representative** | 1 | **EPWP Temps (Cleaner)** | 1 |
| **Controllers (Motor Vehicle Registrations) (Fines, Speed & Roadworthy)** | 1<br>1 | **EPWP Temps (Fines, Speed & Roadworthy)** | 5 |
| **Motor Vehicle Registration Clerks (Hermanus - 3) (Kleinmond – 1) (Gansbaai – 1)** | 5 | | |
| **K53 Clerks** | 3 | | |
| **Roadworthy Clerks** | 1 | | |
| **K53 Officers** | 2 | | |
| **LCU Officers** | 2 | | |
| **VTS Officer** | 1 | | |
| **VTS Assistant** | 1 | | |

## 3.8.4 FIRE & EMERGENCY SERVICES, DISASTER MANAGEMENT AND SECURITY SERVICES



NEW ISUZU VEHICLES FOR OVERSTRAND



EMERGENCY CONTROL ROOM, HERMANUS

## a) Introduction to Fire & Emergency Services, Disaster Management and Security Services

Fire & Emergency 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.
- Disinfection and decontamination of municipal buildings and public facilities.

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. During the Covid-19 pandemic, Disaster Management played a critical role assisting soup kitchens and NGO's with the provision of ingredients, collection of staple items for soup kitchens and awareness activities aimed at educating the communities in Overstrand jurisdiction.

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 & CCTV Control Room.

Incident Command Centre and Emergency Control Centre are responsible for the following functions:

- Managing and coordinating all incidents in the Overstrand
- Temporary set-up of an JOC (Joint Operations Centre) in the Overstrand jurisdiction to report to the Incident Commander (IC)
- Activating the necessary role players and stakeholders during an emergency
- Call taking and dispatching of crew members and resources
- Call taking and dispatching of external agencies and resources
- Activating external agencies (NSRI, medical response, SAPS etc).

## b) Highlights: Fire & Emergency Services, Disaster Management and Security Services

| Highlights | Description |
|---|---|
| Establishment of a dedicated Emergency Control Room for Protection Services | The Emergency Control Room for Protection Services is dedicated for emergency and other non-emergency incidents related to the Directorate: Protection Services. The Emergency Control Room Operators will take calls and dispatch crew to any incidents within the Overstrand boundaries. To aid with record keeping the department adopted a Cloud Aided Dispatch Solution and moved away from the traditional "book and pen". |
| Establishment of an Incident Command Centre | As there is no dedicated Incident Command Centre, the Centre will be temporarily set-up for the duration of an incident in the Fire Station Bay. The department has commenced with procuring equipment which will be required during an emergency. Once budget becomes available a dedicated centre will be established. |
| Establishment of CCTV Control Room | CCTV Control room was established, and temporary staff appointed to render a CCTV Operator function. The control room is established to service the entire Overstrand jurisdiction. A temporary response unit was also established with the assistance of additional temporary staff. The number of sites identified for CCTV installation increased. |
| Operations and Training highlights | • The department adopted a pro-active approach and appointed ground teams to conduct production work by creating firebreaks around municipal property.<br>• A pre-attack plan was developed for Betty's Bay and currently in the process of developing one for Pringle Bay area, the pre-attack plan is a joint effort between Overstrand Municipality and NCC.<br>• No structures were damaged during the 2020/20212 Summer Season. |

**TABLE 177: FIRE & EMERGENCY SERVICES AND DISASTER MANAGEMENT HIGHLIGHTS**



Fire Safety inspections



CAMERAS BEING INSTALLED ACROSS THE OVERSTRAND JURISDICTION



DECONTAMINATION OF VARIOUS SITES TO STOP THE SPREAD OF THE COVID-19 VIRUS

## c) Challenges: Fire & Emergency Services, Disaster Management and Security Services

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| Capacity constraints operational staff and emergency control | Dedicated permanent personnel are required to provide services to the greater communities of Overstrand. The shortage of staff is currently |

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| | filled in with temporary employees who are appointed by means of EPWP (Expanded Public Work Programme) and Chrysalis Interns. These temporary employees must be equipped with the necessary PPE (Personal Protective Equipment), PPC (Personnel Protecting Clothing) and uniform. |
| Fire Safety constraints | The departments primary focus currently is on responding to complaints. With the implementation of the new SANS-T: 2020 regulations, higher amounts of time (Hours) will be associated with the fire safety inspections due to stricter regulations. This is further aggravated by the shortage of permanent personnel and limited office space. |
| Allocations for Capital and WSP (Ward Specific Projects) | Capital Projects & WSP's for the department are not sufficiently funded which results in processes not being complete. The department cannot commence with a project which the funding is insufficient. Some projects are of such a nature that they cannot be broken into phases. For other projects, the department was not consulted resulting in insufficient budget allocations and wrong budget allocations which ends up delaying the projects. |
| Safety and Security | The department consists of only two permanent officials who are supplemented by temporary staff appointed on contractual basis. The temporary appointment is not ideal as staff members are issued with PPE and PPC which must be returned at the end of the contract, the PPC particularly cannot be re-issued to another person. |

**TABLE 178: FIRE SERVICES AND DISASTER MANAGEMENT CHALLENGES**

## d) Service Statistics for Fire Services

| Fire Services Data | | | | | |
|---|---|---|---|---|---|
| **No.** | **Details** | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| | | **Actual No.** | **Actual No.** | **Actual No.** | **Actual No.** |
| 1 | Total fires attended in the year | 365 | 298 | 314 | 361 |
| 2 | Total of other incidents attended in the year | 254 | 258 | 190 | 172 |
| 3 | Average turnout time - urban areas | 4.47 min | 10.50 min | 9.34 min | 7.96 min |
| 4 | Average turnout time - rural areas | 6.47 min | 13.50 min | 9 min | 5.06 min |
| 5 | Fire fighters in post at year end | 34 | 35 | 35 | 32 |
| 6 | Total fire appliances at year end | 7 | 7 | 7 | 10 |
| 7 | Average number of appliances off the road during the year | 9 | 7 | 5 | 5 |

**TABLE 179: FIRE SERVICE DATA**

## e) Service Delivery Indicators

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | 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 2020 | 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 2021 in conjunction with the Department of Community Safety | Plan reviewed | All | 0 | **1** | **0** | R | Target not met. KPI carried over to the 2021/2022 SDBIP. The plan will be reviewed by or before end June 2022, Covid-19 Reg. |
| TL27 | The creation and maintenance of a safe and healthy environment | Arrange public awareness sessions on Protection Services | Number of sessions held | All | **103** | **100** | **103** | G2 | Target well met |

**TABLE 180: SERVICE DELIVERY INDICATORS: FIRE SERVICES AND DISASTER MANAGEMENT**

| Employees: Fire & Emergency Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | 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 | 30 | 30 | 7 | 7 | 0 | 0% |
| 7 - 9 | 8 | 9 | 6 | 30 | 30 | 0 | 0% |
| 10 - 12 | 1 | 1 | 0 | 1 | 0 | 1 | 100% |
| 13 - 15 | 5 | 4 | 2 | 2 | 2 | 0 | 0% |
| 16 - 18 | 1 | 1 | 1 | 1 | 1 | 0 | 0% |
| 19 - 20 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| **Total** | **44** | **45** | **39** | **41** | **40** | **1** | **7.14%** |

**TABLE 181: EMPLOYEES: FIRE & EMERGENCY SERVICES**

| Employees: Disaster Management | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | 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 | 1 | 1 | 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** | **4** | **4** | **0** | 0% |

**TABLE 182: EMPLOYEES: DISASTER MANAGEMENT**

| Employees: Security Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | 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 183: EMPLOYEES: SECURITY SERVICES**

| Capital Expenditure 2020/21: Fire & Emergency Services, Disaster Management and Security Services | | | | | |
|---|---|---|---|---|---|
| R' | | | | | |
| Capital Projects | 2020/21 | | | | |
| | Budget | Adjustment Budget | Actual Expenditure | Variance from original budget | Total Project Value |
| Upgrading of Facilities – Fire Services Building | R 73 073.27 | R 0.00 | R 73 073.27 | R 0.00 | R 73 073.27 |
| Vehicles – Public Safety | R 732 000.00 | R 0.00 | R 52 092.60 | R 52 096.60 | R 784 092.60 |

| Capital Expenditure 2020/21: Fire & Emergency Services, Disaster Management and Security Services | | | | | |
|---|---|---|---|---|---|
| R' | | | | | |
| Capital Projects | 2020/21 | | | | |
| | Budget | Adjustment Budget | Actual Expenditure | Variance from original budget | Total Project Value |
| CCTV Cameras | R 1 500 000.00 | R 0.00 | R 1 408 921.82 | R 0.00 | |
| CCTV Cameras | R 200 000.00 | R 0.00 | R 175 873.36 | R 0.00 | |
| CCTV Cameras | R 150 000.00 | R 0.00 | R 137 321.96 | R 0.00 | |
| CCTV Cameras | R 120 000.00 | R 0.00 | R 36 463.38 | R 0.00 | |
| CCTV Cameras | R 150 000.00 | R 0.00 | R 76 071.59 | R 0.00 | |
| CCTV Cameras | R 120 000.00 | R 0.00 | R 118 183.52 | R 0.00 | |
| Safety Cameras | R 100 000.00 | R 0.00 | R 76 071.59 | R 0.00 | |
| CCTV Camera | R 100 000.00 | R 0.00 | R 58 246.45 | R 0.00 | |
| CCTV Camera | R 50 000.00 | R 0.00 | R 46 409.63 | R 0.00 | |
| CCTV Camera | R 50 000.00 | R 0.00 | R 49 230.62 | R 0.00 | |
| CCTV Camera | R 50 000.00 | R 0.00 | R 46 409.63 | R 0.00 | |
| CCTV Camera | R 100 000.00 | R 0.00 | R 97 625.65 | R 0.00 | |
| Safety cameras at entrances of town | R 100 000.00 | R 0.00 | R 75 210.39 | R 0.00 | |
| CCTV Cameras | R 100 000.00 | R 0.00 | R 98 442.41 | R 0.00 | |
| CCTV Cameras | R 30 000.00 | R 0.00 | R 28 047.27 | R 0.00 | |
| CCTV Cameras | R 50 000.00 | R 0.00 | R 48 078.41 | R 0.00 | |
| CCTV Cameras | R 250 000.00 | R 0.00 | R 247 780.66 | R 0.00 | |
| CCTV Cameras | R 225 975.00 | R 0.00 | R 225 900.48 | R 0.00 | |
| CCTV Cameras | R 150 000.00 | R 0.00 | R 59 332.34 | R 0.00 | |
| CCTV Camera – Communal Sportsfield – Gansbaai | R 0.00 | R 50 000.00 | R 41 053.51 | R 0.00 | |
| CCTV Cameras at Betty's Bay | R 0.00 | R 50 000.00 | R 44 668.75 | R 0.00 | |
| **Total** | **R4 501 048.27** | **R100 000** | **R3 348 556.56** | | |
| | | | | | |
| *Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)* | | | | | |

**TABLE 184: CAPITAL EXPENDITURE 2020/21: FIRE & EMERGENCY SERVICES, DISASTER MANAGEMENT AND SECURITY SERVICES**

Funds for the CCTV project & Access Control were rolled over to the 2021/2022 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 Aerobic Marathon and 5 kms Family Fun Run

## a) Highlights: Sport and Recreation

| Highlights | Description |
|---|---|
| Mt Pleasant Sports Field Flood Lights | In May 2021 Club Level LED Flood lights installation was completed and handed over to the municipality by the contractor. |
| Hawston New facilities: 8 x Combi - Courts and clubhouse, Cricket field, soccer field and Athletic field | On 26 February 2021 a completed site was handed over to the municipality by the contractor. |

**TABLE 185: SPORT AND RECREATION HIGHLIGHTS**

## b) Challenges: Sport and Recreation

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| Vandalism | Overstrand Municipality has significantly minimised vandalism of building due to private security services being acquired. |
| Lack of co-operation between clubs | The new facilities in Hawston means the end to challenges between rugby and Cricket as they often having issues with regard to utilization. Now, each team has its own dedicated field. |
| Lack of fencing at Zwelihle Sports field | The installation of the brick boundary wall at Zwelihle Sports Field assisted efforts of trying stop people from illegally parking vehicles inside the sports field and it also assisted in minimizing traffic inside the field. |

**TABLE 186: SPORT AND RECREATION CHALLENGES**

## c) Service statistics for Sport and Recreation

| Type of service | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|---|
| **Play parks** | | | | |

| Type of service | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|---|
| Number of parks with play park equipment | 58 | 60 | 60 | 60 |
| Number of wards with community parks | 13 | 13 | 13 | 13 |
| **Swimming pools** | | | | |
| Number of visitors per annum | 30 067 | 23 804 | 17 255 | 7 275 |
| R-value collected from entrance fees | 48 035 | 42 880 | 38 195 | 7 438 |
| **Camp sites/ Resorts** | | | | |
| Number of visitors per annum | 11 092 | 21 499 | 33 674 | 7 465 |
| R-value collected from visitation and/or accommodation fees | 4 113 682.62 | 6 444 878.46 | 4 195 480 | 794 587 |
| **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 | 11 400.05 | 4 189.15 | 6 945.74 | 68.78 |
| **Sport halls** | | | | |
| Number of wards with sport halls | 1 | 1 | 1 | 1 |
| Number of sport associations utilizing sport halls | 4 | 2 | 2 | 2 |
| R-value collected from rental of sport halls | 103 639.38 | 94 362.93 | 23 202.24- | R98 158.00 |

**TABLE 187: ADDITIONAL PERFORMANCE INFORMATION FOR SPORT AND RECREATION**

| Capital Expenditure 2020/21: Sport and Recreation | | | | | |
|---|---|---|---|---|---|
| R'000 | | | | | |
| **Capital Projects** | **2020/21** | | | | |
| | **Budget** | **Adjustment Budget** | **Actual Expenditure** | **Variance from original budget** | **Total Project Value** |
| **Total All** | **12,730,715** | **8,587,612** | **7,885,610** | **2,004,105** | **7,885,610** |
| Upgrade Hawston Sport Complex (F1/2) | 2,021 | 0 | 0 | 0 | 0 |
| Upgrade Hawston Sport Complex (F1/2) | 5,182,233 | 5,182,233 | 5,182,233 | 0 | 5,182,233 |

| Capital Expenditure 2020/21: Sport and Recreation | | | | | |
|---|---|---|---|---|---|
| R'000 | | | | | |
| Capital Projects | 2020/21 | | | | |
| | Budget | Adjustment Budget | Actual Expenditure | Variance from original budget | Total Project Value |
| Upgrade Hawston Sport Complex (F2/2) | 600 | 0 | 0 | 0 | 0 |
| Upgrade Hawston Sport Complex (F3/3) | 1,636,767 | 498,030 | 221,411 | 1,415,356 | 221,411 |
| Upgrading of Soccer Field Soccer Stand | 100 | 100 | 79,768 | 20,232 | 79,768 |
| Upgrading Ward 5 Play Park | 80 | 80 | 78,345 | 1,655 | 78,345 |
| Outdoor Gym Equipment Mountain View Bowls Club Area | 50 | 50 | 0 | 0 | 0 |
| Walkway to Palmiet Beach | 40 | 40 | 38,767 | 1,233 | 38,767 |
| Playpark Equipment Dawidskraal & Malkopsvlei | 50 | 0 | 0 | 0 | |
| Mooiuitsig Playground | 26 | 26 | 25,613 | 387 | 25,613 |
| Playpark Equipment Proteadorp | 26 | 26 | 23,114 | 2,886 | 23,114 |
| Bus Stops incl. Repairing Replacement of one at Siyabulela | 26 | 26 | 26 | - | 26 |
| Upgrade of Public Boat Launching Site Ablutions Du Toit Street | 70 | 0 | 0 | 0 | 0 |
| Upgrading Ward 12 Play Parks | 210 | 210 | 194,080 | 15,920 | 194,080 |
| Upgrading Siyakha Educare Centre Play Park | 50 | 50 | 49,728 | 272 | 49,728 |
| Fencing Dog Park | 100 | 100 | 0 | 0 | 0 |
| Upgrading of Mount Pleasant Sportsground Floodlights | 1,962,715 | 1,699,349 | 1,523,274 | 439,441 | 1,523,274 |
| Upgrading Wall at Mount Pleasant Sportsground | 500 | 500 | 443,277 | 56,723 | 443,277 |

**TABLE 188: CAPITAL EXPENDITURE 2020/21: 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 |
|---|---|
| | • Overstrand Municipality signed a Use-of-System Agreement with a renewable energy trading company, Enpower Trading, taking the first steps to enter the renewable energy market in a green and sustained way.<br>• New dog unit K9 launched in the Overstrand to assist with poaching in the municipal area.<br>• Overstrand received R600 000 from the provincial Department of Cultural Affairs and Sport to upgrade netball courts in Kleinmond in preparation for the 2023 netball world cup.<br>• Promote community gardens in all the areas of Overstrand and being able to supply more than 8000 seedlings.<br>• Keeping up with producing the monthly bulletin (municipal newsletter) even during the Covid-19 times.<br>• Holding 9th Hermanus FynArts from 10 to 20 June 2021 with more than 100 concerts, performances, interviews, presentations, demonstrations, tastings, and workshops.<br>• Three television series featuring the region: Expresso Kleinmond Chef Greg Henderson on Mandela Day Challenge, Op My Eish kykNET channel 144 reality show, In Die Sop kykNET channel 144 Pringle Bay restaurant Hook, Line & Sinker. Kleinmond resident Frazer Barry presenting a show on kykNET. |

**TABLE 189: EXECUTIVE AND COUNCIL HIGHLIGHTS**




**HISTORIC AGREEMENT SIGNED** Seen with the Overstrand Deputy Mayor Elnora Gillion at the signing of a Use-A-System Agreement are Overstrand's Municipal Manager Dean O'Neill, Enpower Trading Director Nikolai Germann, Overstrand's, Senior Manager for Electrical Services Koos du Plessis, Enpower Trading Director Charl Alheit and Overstrand Director for Infrastructure and Planning Stephen Müller.

## b) Challenges: Executive and Council

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| Customer satisfaction survey, delayed with almost four years | Survey will commence once the COVID-19 situation has improved, aiming for the 1st quarter in 2021/22 financial year. |

**TABLE 190: EXECUTIVE AND COUNCIL CHALLENGES**

## c) Service Delivery Indicators

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | 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 2020 | Number of agreements signed | All | 6 | **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 | 5 | **4** | **7** | B | Target extremely 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 2020 to be completed by Sept 2020 and current period October to December 2020 to be completed by February 2021. | Number of appraisals | All | 12 | **12** | **12** | G | Target met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Annual Target | Actual | R | Corrective Measures |
| TL44 | The provision of democratic, accountable and ethical governance | 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 | All | 1 | **1** | **1** | G | Target met |
| TL47 | The provision of democratic, accountable and ethical governance | Submit the final Annual report and oversight report to Council before 31 May 2021 due to extension granted in terms of GG 43582 | Final Annual report and oversight report submitted | All | 1 | **1** | **1** | G | Target met |
| TL48 | The provision of democratic, accountable and ethical governance | Prepare the final IDP for submission to Council by the end of May 2021 | Final IDP submitted | All | 1 | **1** | **1** | G | Target met |

**TABLE 191: SERVICE DELIVERY INDICATORS: EXECUTIVE AND COUNCIL**

## 3.10.2 FINANCIAL SERVICES

### a) Introduction: Financial Services

#### Financial Services

The financial environment has been impacted severely due to the state of the national economy, and local economy. This scenario transpired even before the reality of the Covid-19 pandemic hit the world.

The initial national lockdown announced more than a year ago 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 consumers and business's ability to pay municipal accounts.
A larger increase in outstanding debt has been observed for May and June 2020 and the 12-month rolling average payment rate has decreased to 96,95% by the end of June 2020. The collection of debt has however increased over the next few months, resulting in a 100.15% debt collection by the end of June 2021. The impact of COVID-19 on the collection rate and cash flow relating to consumer debtors' is constantly being monitored and assessed for collectability.

The Budget Steering Committee had to consider increased expenditure since the 2019/2020 adjustment budget, 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). At the time, before-mentioned led to a special Covid-19 adjustments budget tabled early in June 2020, to address these items. Before-mentioned remained a priority in the months that followed. A Special Adjustments Budget in terms of National and Provincial Government's reprioritising of allocations to local government and Local Government priorities as a result of COVID-19, was also approved by the council during September 2020.

With the national state of disaster due to the Covid-19 pandemic from March 2020 and still intact at the end of this financial year, 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 released and used to compile and finalise the 2020/21 MTREF, with version 6.5 as the latest version released, implemented with regard to the 2021/2022 budget process, inclusive of the approval of the 2021/2022 MTREF Budget.

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 however 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 are 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. It should be noted that this is still an ongoing process;
- 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 the Covid Pandemic is still posing a major challenge also on local level due to the spread of subsequent variants of the virus and causing a third wave internationally, the Budget Steering Committee again had to consider increased expenditure directly related to the effect of the COVID-19 lockdown and implementation of regulated requirements as mentioned, 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), also resulting in additional Covid Equitable Share funding allocated to municipalities and resulting in a special adjustments budget approved by the council in September 2020.

In view of these major financial risks and constraints facing the municipality, inclusive of the impact on our business and residential communities, and with the duration and extent of the second wave anticipated at the time, the process of the compilation of the previous draft budget (2020/21, for the current financial period ending 30 June 2021), was marked by the challenge of the impact of the worldwide COVID pandemic on the business in terms of strategies and our approach with the budget process followed at that stage.

The municipality thus had to analise and align with immediate focus on actions required and responsibilities towards our communities, and in order to adhere to the national state of disaster declared on 15 March 2020. The announcement of stringent measures on a national level, to contain the spread of Covid-19 at the time, such as travel restrictions on foreigners, a ban on mass gatherings of people, and the closure of schools. The unforseen and almost disasterous impact of before-mentionef on the local economy, lasted for several months.

The municipality has also demonstrated extreme effort and care with the finalisation of the 2020/2021 MTREF Budget for implementation in the past year, in revisiting the previous year's municipal budget in totality during April 2020 (lockdown), to ensure that all municipal service charges (except Elecricity, where increases in tariffs are applied for by Eskom and approved by the National Electricity Regulator of SA (NERSA), recommended and subsequently approved by Council, were affordable. The impact of tariff increases under the control of the municipality on a municipal consumer account (basket of services), for the past financial year which ended 30 June 2021, was thus capped at 4.5%.

Adjusted alert level 3 was applicable from 29 December 2020 until 28 February 2021. The country was on adjusted alert level 1 from 1 March 2021, subsequently reviewed again to an adjusted level 4 as announced towards the end of June 2021.

The municipal council furthermore assisted our communities since the fourth quarter of the 2019/2020 financial year for a number of months, in approving at the time Covid-19 relief, in the form of temporary auto classification status adjustment for holiday accommodation establishments for several months, with residential rates tariff thus applied.

Before-mentioned implied approval of extended payment arrangements for residential and business customers for a prolonged period since the lockdown announced in March 2020.

In terms of the implemetation of increased tariffs approved in May 2021 for the next financial year (starting 1 July 2021), extreme effort and care of the municipal executive and administration once again resulted in budget cuts to ensure an increase of only 4% for municipal services and sundry tariffs across the board, (excluding electricity), to assist the local business community and our customers as far as possible. The municipality must however ensure financial stability, due to the critical role it has to play in ensuring continued service rendering to communities to prevent a disasterous future ahead. Electricity tariffs approved for the 2021/22 financial year are 14.59 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) as published.

The Municipality still 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 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 2020/2021 financial year, the Municipality managed to spend 90.97% of its capital budget (audit outcome), 96.32% of its operating budget (audit outcome) and raised 100.33% of the total revenue budget.

### Financial Management Reforms

In order to achieve our objectives, the Municipality has implemented the following financial management reforms to ensure that resources are used efficiently:

- Efficient costing of services and projects by identifying and managing the cost drivers, 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 this process, which are not fully completed, due to the phenomenon which unfolded from an advanced stage of mSCOA implementation, of a continued phase of system conversion/migration to re-development/migration of systems to a web environment on a national level, still causing disruption in the municipal sphere after several years, as mentioned earlier in this report. The municipality is currently considering updated project information, in order to consider the status, appropriate approach and planning in this regard. |
| Finance Directorate Staff Establishment | The Finance Directorate could adress the capacity challenges within the Finance Directorate staff establishment to some extent without any additional budget allocation, through restructuring during the previous financial year, these positions either advertised and filled in the current financial year (2020/2021) or in process of recruitment and selection. |
| Financial Performance | In the publication of the Municipal Financial Stability Index of Ratings Africa earlier in in this year (2021), the Overstrand |

| Highlights | Description |
|---|---|
| | Municipality has been ranked 3rd among best-run municipalities in the country, specifically in terms of good financial management and the impact there-of on service delivery. This index is based on the operating performance, liquidity management, debt governance, budget practices, affordability and infrastructure development of the previous financial period (2019/2020). Ratings Africa defines financial stability for municipalities as "the financial ability to deliver services and develop and maintain the infrastructure required by its residents without unplanned increases in rates and taxes or reduction in services." |

**TABLE 192: FINANCIAL SERVICES HIGHLIGHTS**

## c) Challenges: Financial Services

| Description | Progress made in 2020/21 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 2020/2021 as follows:<br>An on-going process to identify optimal solutions, with an emphasis on value for money, with reference to the Municipal Regulations on a Standard Chart of Accounts (mSCOA) in terms of Notice 312 of 2014, Government Gazette No. 37577, which defines as follows: "minimum system requirements" means those specifications for an integrated software solution, incorporating an enterprise resource management system determined in terms of regulation 7;" |
| Strategic considerations | Based on the updated status provided under mSCOA above, the status as follows:<br>A review of existing systems and procedures within the directorate is identified as a priority, in order to ensure increased productivity and efficiency.<br>Furthermore:<br>Continued focus on review of business processes, as well as internal and external client services. |

**TABLE 193: FINANCIAL SERVICES CHALLENGES**

| Details of the types of account raised and recovered | Debt Recovery | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | R'000 | | | | | | | | |
| | 2018/19 | | | 2019/20 | | | 2020/21 | | |
| | 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 | 233,092,551 | 230,322,833 | 98.81 | 240,909,593 | 235,115,332 | 97.59 | 261,222,295 | 261,668,760 | 100.17 |

| Details of the types of account raised and recovered | Debt Recovery | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | R'000 | | | | | | | | |
| | 2018/19 | | | 2019/20 | | | 2020/21 | | |
| | 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 |
| | | | % | | | % | | | % |
| Electricity | 378,693,094 | 376,429,665 | 99.40 | 415,960,047 | 408,923,150 | 98.31 | 442,791,993 | 442,832,986 | 100.01 |
| Water | 129,857,575 | 125,970,634 | 97.01 | 133,037,237 | 125,652,074 | 94.45 | 131,112,619 | 133,593,482 | 101.89 |
| Sanitation | 77,718,851 | 76,064,402 | 97.87 | 80,925,441 | 77,293,799 | 95.51 | 87,093,645 | 86,616,153 | 99.45 |
| Refuse | 61,763,313 | 61,011,312 | 98.78 | 68,255,928 | 66,240,006 | 97.05 | 72,198,343 | 71,194,536 | 98.61 |

**TABLE 194: DEBT RECOVERY**

## d) Service Delivery Indicators

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Annual 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 | 7,62 | **3** | **6.27** | 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 | Ratio achieved | All | 25,06 | **15** | **23.56** | B | Target extremely well met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020/2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Annual Target | Actual | R | Corrective Measures |
| | | the year) (MPPMR 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 | 12,33% | **14.00%** | **11.37%** | B | Target extremely well met |
| TL16 | The provision of democratic, accountable and ethical governance | Financial statements submitted to the Auditor General by 31 October 2020 due to extension granted in terms of GG 43582. | Financial statements submitted | All | 1 | **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 2020 | 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 | 7595 | **7 750** | **7 278** | B | Target extremely well met |
| TL39 | The provision of democratic, accountable and ethical governance | Achieve a debt recovery rate not less than 80% (Receipts/total billed for the 12 month period x 100) | % Recovered | All | 97,10% | **80.00%** | **100.15%** | G2 | Target well met |
| TL49 | The provision of democratic, accountable and ethical governance | Submit the Final MTREF budget by the end of May 2021 | Final Budget submitted | All | 1 | **1** | **1** | G | Target met |

**TABLE 195: SERVICE DELIVERY INDICATORS: FINANCIAL SERVICES**

| Employees: Financial Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | 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: Financial Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | Employees | Employees | Employees | Posts | Employees | Vacancies (fulltime equivalents) | Vacancies (as a % of total posts) |
| | No. | No. | No. | No. | No. | No. | % |
| 4 - 6 | 43 | 40 | 41 | 43 | 40 | 3 | 6.97% |
| 7 - 9 | 22 | 20 | 22 | 24 | 20 | 4 | 16.66% |
| 10 - 12 | 23 | 22 | 20 | 25 | 21 | 4 | 16% |
| 13 - 15 | 12 | 12 | 10 | 12 | 11 | 1 | 8.33% |
| 16 - 18 | 4 | 4 | 4 | 4 | 4 | 0 | 0% |
| 19 - 20 | 1 | 1 | 1 | 1 | 1 | 0 | 0% |
| **Total** | **105** | **99** | **98** | **109** | **97** | **12** | **5.74%** |

**TABLE 196: 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.<br><br>Development of departmental Return to Work Plan | • The appointment of 16 Screeners for the screening of staff members before entering the workplace.<br>• The creation and implementation of an Infectious Disease COVID- 19 Plan |
| Personnel Administration (Onica) | Electronic scanning of Personnel files on collaborator |

**TABLE 197: HUMAN RESOURCES HIGHLIGHTS**

## d) Challenges: Human Resources

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| Individual Performance Management | A compulsory KPI (performance management) for each manager to report on will be the solution for any form of Performance Management challenges. |
| Labour Relations | The shortage of skilled and qualified chairperson and initiators in disciplinary hearing. |

**TABLE 198: HUMAN RESOURCES CHALLENGES**

## e) Service Delivery Indicators

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020 to 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | 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 | **84.54%** | **100.00%** | **100.00%** | G | Target met |

| TL KPI Number | Strategic Objective | KPI Description | Unit of Measurement | Wards | Actual 2019/2020 | Overall Performance for 2020 to 2021 | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Annual Target | Actual | R | Corrective Measures |
| TL21 | The provision of democratic, accountable and ethical governance | Review the Municipal Organisational Staff Structure by the end of June 2021 | 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 | **90.64%** | **92.00%** | **92.08%** | G2 | Target well met |
| 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 | **71** | **70** | **71** | G2 | Target well met |

**TABLE 199: SERVICE DELIVERY INDICATORS: HUMAN RESOURCES**

| Employees: Human Resources Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | 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 | 1 | 1 | 1 | 1 | 1 | 0 | 0% |
| 7 - 9 | 2 | 2 | 1 | 2 | 2 | 0 | 0% |
| 10 - 12 | 10 | 10 | 10 | 10 | 9 | 1 | 10% |
| 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% |

| Employees: Human Resources Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | Employees | Employees | Employees | Posts | Employees | Vacancies (fulltime equivalents) | Vacancies (as a % of total posts) |
| | No. | No. | No. | No. | No. | No. | % |
| Total | 18 | 8 | 17 | 18 | 17 | 1 | 5.55% |

TABLE 200: 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 |
|---|---|
| Emergency and operational Digital Radio Systems upgrade (high sites and radios) | Phase II implementation of the move from an Analog radio system to a fully integrated Digital radio system. This phase expanded the current footprint and included more departments and personell onto the digital ecosystem to enable Overstrand Wide radio communication. |
| UPS replacement | New UPS replacement procured and installed for Olifantsberg, Kleinmond and Gansbaai high site equipment backup to replace aging and faulty UPS's. |
| DR host server with attached storage replacement EOL | The existing Disaster Recovery physical server was out of date and end of life and needed to be replaced to ensure the viability, secure functioning and support of the Disaster Recovery physical environment and systems. |
| New high site – Overstrand wide | A new high site was erected at the Stanford Fire department to facilitate Digital Radio commuications and CCTV operations. |
| Minor assets ICT – Organization wide | A new server for the Digital Radio Network Dispatch was procured as well as an additional consignment of 77 computers to facilitate the replacement of aged and unsuitable existing stock. |
| Microsoft Office Suite implementation | The implemetation of the Microsoft Office Suite of products continued to enable better email integration, file storage and collaboration features, especially to fasttrack internal and external communication capabilities. |
| Implementation of the new Hosted Digital PABX solution | The municipality has concluded its move from the aged analog PABX system to a new Digital Hosted PABX; inclusive of new telephones, switchboards and a telehone management system in order to have added functionality while saving operational and call costs. |

**TABLE 201: ICT SERVICE HIGHLIGHTS**

## c) Challenges: ICT Services

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| Interconnectivity: Radio Frequency network Spectrum delays | The selected upgrading of certain sites has enabled more effective bandwidth and communication, however, to expand the footprint radio frequency spectrum assignment delays from ICASA has hampered full implementation. |
| Computer Resourcing: The municipality has a fair percentage of older stock computers (Desktops and Laptops) | The machines have bee upgraded to windows 10 and The Microsoft Office suite and needs to upgrade its existing resources. New machines have been procured, however does not cover the full required need. The replaced stock, where possible, is recycled with upgraded internal parts and re-deployed to less critical areas of the organisation. |
| Video Conferencing capablities | The municipality is in the process of actively planning and implementing new video technology, features and interoperability to enable remote meeting, conference facilities and collaboration features per town and remote hub offices. |
| Pandemic: Resourcing and Remote Work - The lockdown, | Staggered work has assisted in mitigating the remote work functionality needed after a less restrictive lockdown, however the deployment of |

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| and subsequent back-to-work and infrastructure requirements to work remotely has impacted ICT resources, connectivity and support. | equipment is still a factor going forward, however the staggered work approach has brought about its own challenges. The connectivity has been addressed in the short term, but remote support and working is still a challenge going forward, as well as the security of internal and remote office workers and systems. |

**TABLE 202: ICT SERVICE CHALLENGES**

| Employees: ICT Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | 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% |
| 4 - 6 | 0 | 3 | 0 | 0 | 0 | 0 | 0% |
| 7 - 9 | 2 | 3 | 1 | 4 | 2 | 2 | 50% |
| 10 - 12 | 3 | 1 | 3 | 3 | 3 | 0 | 0% |
| 13 - 15 | 1 | 2 | 1 | 1 | 1 | 0 | 0% |
| 16 - 18 | 2 | 0 | 2 | 2 | 2 | 0 | 0% |
| 19 - 20 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| ICT Interns | 0 | 9 | 1 | 0 | **0** | **0** | 0% |
| **Total** | **8** | **9** | **8** | **10** | 8 | 2 | 20% |

**TABLE 203: EMPLOYEES: ICT SERVICES**

| CAPITAL EXPENDITURE 2020/21 ICT SERVICES | | | | | | |
|---|---|---|---|---|---|---|
| R' | | | | | | |
| Capital Projects | Budget | Adjustment Budget | Actual Expenditure | Total Project Value | Budget Variance | |
| | | | | | R | 0% |
| **TOTAL** | **3 000 000** | **3 004 617.45** | **2 882 742.24** | **3 000 000** | **121 875.21** | **0.0406** |
| Emergency and operational Digital Radio systems | 600 000 | 600 000 | 599 767.44 | 600 000 | 232.56 | 0.0004 |
| UPS replacement | 300 000 | 300 000 | 295 950.00 | 300 000 | 4 050.00 | 0.0135 |
| DR host server with attached storage replacement - EOL | 300 000 | 500 000 | 499 738.55 | 300 000 | 261.45 | 0.0005 |
| New high site – Overstrand Wide | 600 000 | 600 000 | 482 668.80 | 600 000 | 117 331.20 | 0.1956 |
| Minor assets ICT – Organization wide | 1 000 000 | 1 004 617.45 | 1 004 617.45 | 1 000 000 | 0 | 0 |

**TABLE 204: CAPITAL EXPENDITURE 2020/21: ICT SERVICES**

95.94% of the capital budget for ICT for 2020/21 was spent. There were five primary capital funded projects to address; the emergency and operational Digital Radio systems upgrade, UPS replacement for key high sites at the main Overtrand towns, the end-of-life DR host server (with attached storage), a new high site at the Stanford Fire department and the procurement of ICT minor assets for the organization.

## 3.10.5 LEGAL SERVICES

### a) Highlights: Legal Services

| Highlights | Description |
|---|---|
| Schedule of legal referrals | The Legal Services Department attended to at least 635 legal referrals during the 2020/21 financial year. |

**TABLE 205: LEGAL SERVICES HIGHLIGHTS**

### b) Challenges: Legal Services

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| Additional Court – Matters struck from the court roll | The implementation of many corrective measures / action plans, were severely curtailed by the prevailing consequences of the Covid-19 pandemic, including but not limited to the appointment of a new service provider responsible for the apprehension of traffic offenders. A further previously unforeseen consequence of the pandemic, was the instruction received from the NPA and Department of Justice in terms of which new matters could not be enrolled (the effect of which was that it had to be struck from the court roll) and old matters had to be struck from the court roll, as attending court proceedings was not one of the travel exceptions allowed for by the Regulations issued in terms of the Disaster Management Act. Furthermore, all intended training sessions with law enforcement officers and traffic officers had to be cancelled due to the restriction on gatherings.<br><br>Notwithstanding the foregoing, the following steps (the broad terms of which were outlined in the audit report) were taken to address the amount of matters struck from the court roll and charges being withdrawn -<br>1. A new J534 fine book was introduced to assist officers in correctly completing notices issued to alleged offenders;<br>2. Errors on control documents which are not capable of being rectified in court, were clearly indicated on the control documents for consideration and further action by senior officials; |

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| | 3. An official who repeatedly made errors, and officials who made the same errors, were reported to senior officers to address the issues through training.<br>4. Insofar as possible, cases were kept on the court roll, rather than being withdrawn, for decision by the court as to whether or not the matter could proceed without prejudice to an accused;<br>5. Officers were requested to provide affidavits regarding notices issued, especially where the charge was in such a way that further clarification was required. Subsequent to further information received, charge sheets were amended to the extent allowed by the provisions of the Criminal Procedure Act;<br>6. Sheriffs responsible for the serving of summonses were instructed to only serve summonses on accused, in an attempt to prevent matters being struck from the court roll due to defective service. |

TABLE 206: LEGAL SERVICES CHALLENGES

| Employees: Legal Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| Job Level | 2017/18 | 2018/19 | 2019/20 | 2020/21 | | | |
| | 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 | 4 | 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** | **8** | **8** | **8** | **8** | **8** | **0** | 0% |

TABLE 207: EMPLOYEES - LEGAL SERVICES

## 3.10.6 PROCUREMENT SERVICES

### a) Highlights: Procurement Services

| Highlights | Description |
|---|---|
| No successful appeals or objections | We only received four (2) Section 62 appeals both of which were dismissed by the relevant Appeals Authority |

TABLE 208: PROCUREMENT SERVICES HIGHLIGHTS

## b) Challenges: Procurement Services

| Description | Progress made in 2020/21 to address challenge |
|---|---|
| Insufficient Procurement staff to service the organisation.<br>The loss of three (3) key personnel due to retirement and moving to other departments in the municipality.<br>This created personnel capacity problems resulting in backlogs in the completion of procurement processes. | Two of the vacancies have been filled by 30 June 2021 |

**TABLE 209: PROCUREMENT SERVICES CHALLENGES**

## c) Service Statistics for Procurement Services

1. The Buyers Division processed transactions as follows from the 2018/19 financial year.

| Buyer's Section | Activities | Total No | Monthly Average | Daily Average |
|---|---|---|---|---|
| **2018/19** | Requests processed | 8775 | 731 | 37 |
| **2018/19** | Orders processed | 8052 | 671 | 34 |
| **2019/20** | Requests processed | 6836 | 570 | 29 |
| **2019/20** | Orders processed | 6029 | 502 | 25 |
| **2020/21** | Requests processed | 7189 | 599 | 30 |
| **2020/21** | Orders processed | 6380 | 532 | 27 |

**TABLE 210: 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 2020/21 | Total | Monthly average | Value<br>R |
|---|---|---|---|
| Requests registered | 119 | 9,92 | R 546 158 825,05 |
| Requests cancelled or referred back | 1 | N/A | R 36 000,00 |
| Extensions | 6 | | R 5 306 936,67 |
| Bids received<br>(Number of documents) | 738 | 61.5 | N/A |

| Bids awarded 2020/21 | Total | Monthly average | Value R |
|---|---|---|---|
| Bids awarded | 103 | 8,58 | R 331 411 934,70 |
| Bids awarded ≤ R200 000 | 43 | 3,58 | R 3 712 900,85 |
| Appeals registered | 2 | 0,17 | N/A |
| Successful Appeals | 0 | N/A | N/A |

TABLE 211: 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 | 27 | 6,26 | 5 544 149,22 | 18,04 |
| Clause 36(1)(a)(ii)- Sole Supplier | 12 | 2,78 | 1 517 896,99 | 4,94 |
| Clause 36(1)(a)(iii)- Unique arts | 0 | - | | - |
| Clause 36(1)(a)(v)- Impractical / impossible | 392 | 90,96 | 23 669 975,19 | 77,02 |
| **Total** | **431** | **100,00** | **R30 732 021,41** | **100,00** |

TABLE 212: STATISTICS OF DEVIATIONS FROM THE SCM POLICY

## 3.11 COMPONENT J: SERVICE DELIVERY PRIORITIES FOR 2021/22

The main development and service delivery priorities for 2021/22 forms parts of the Municipality's Top layer SDBIP for 2021/22 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 | 110 000 | 1 |

| TL KPI Number | KPI Description | Unit of Measurement | Annual Target | Area |
|---|---|---|---|---|
| TL3 | Quality of effluent comply 75% with general or special limit in terms of the Water Act (Act 36 of 1998) | % compliance | 75.00% | 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 | 18.00% | 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) × 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) | 320 | 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 | 30 615 | 1 |
| 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 10 | Number of formal households for which refuse is removed at least once a week | 35 121 | 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 removal 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 | 21 500 | 1 |
| TL34 | Provision of free basic electricity, refuse removal, sanitation and water in terms | Number of Indigent households | 8 000 | 1 |

| TL KPI Number | KPI Description | Unit of Measurement | Annual Target | Area |
|---|---|---|---|---|
| | of the equitable share requirements (MPPMR Reg 10 (b)) | | | |
| TL35 | Percentage of a municipality's capital budget actually spent on capital projects identified for 2021/22 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 | 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) | 980 | 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 financial system (SAMRAS)) (MPPMR Reg 10 (a)) | No of formal residential households which are billed for sewerage in accordance to the SAMRAS financial system | 31 436 | 1 |
| TL38 | 100% of the Municipal Infrastructure Grant (MIG) spent by 30 June 2022 (Actual MIG expenditure/Allocation received) | % expenditure of allocated MIG funds | 100.00% | 1 |
| 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 | 70 | 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 | 95 | 1 |

**TABLE 213: SERVICE DELIVERY PRIORITIES FOR 2021/22 - 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 | 97 | 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 | 4 | 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 2022 | Structure reviewed | 1 | 1 |
| TL22 | Revise the Section 14 Access to Information Manual by the end of June 2022 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 | 74 | 1 |
| TL41 | Sign section 56 performance agreements with all directors by the end of July 2021 | 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 | 4 | 1 |
| TL43 | Bi-annual formal performance appraisals of the section 56 appointees for the previous financial period April to June 2021 to be completed by Sept 2021 and the current period October to December 2021 to be completed by February 2022 | Number of appraisals | 12 | 1 |
| TL44 | Draft the annual report and submit to the Auditor-General by end August 2021 | Draft Annual report submitted | 1 | 1 |

| TL KPI Number | KPI Description | Unit of Measurement | Annual Target | Area |
|---|---|---|---|---|
| TL47 | Submit the final Annual report and Oversight report to Council before 31 March 2022 | Final Annual report and oversight report submitted | 1 | 1 |
| TL48 | Prepare the final IDP for submission to Council by the end of May 2022 | Final IDP submitted | 1 | 1 |

**TABLE 214: SERVICE DELIVERY PRIORITIES FOR 2021/22 - 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 | 16.00% | 1 |
| TL16 | Financial statements submitted to the Auditor-General by end August 2021 | Financial statements submitted | 1 | 1 |
| TL17 | Submit a reviewed long term financial plan to the CFO by end of October 2021 | Reviewed long term financial plan submitted | 1 | 1 |
| TL39 | Achieve a debt recovery rate not less than 95% (Receipts/total billed for the 12-month period x 100) | % Recovered | 95.00% | 1 |
| TL49 | Submit the Final MTREF budget by the end of May 2022 | Final Budget submitted | 1 | 1 |

**TABLE 215: SERVICE DELIVERY PRIORITIES FOR 2021/22 - 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 2021 | Reviewed plan submitted | 1 | 1 |

| TL KPI Number | KPI Description | Unit of Measurement | Annual Target | Area |
|---|---|---|---|---|
| TL26 | Review Community Safety Plan in three-year cycle by end of June 2022 in conjunction 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 R10,000,000 Public Safety Income by 30 June 2022 (Actual revenue, excluding the fine impairment amount) | R-value of public safety collected income | R10 000 000 | 1 |

**TABLE 216: SERVICE DELIVERY PRIORITIES FOR 2021/22 - 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 three progress reports on LED, Social Development and Tourism initiatives to Portfolio Committee by end June 2022 (Refers to three progress reports for the 2021/22 financial year) | Number of progress reports on LED, Social Development & Tourism initiatives | 3 | 1 |
| TL9 | Managers LED, Social Development and Tourism report on the hosting of at least one mobile Thusong outreach during the 2021/22 financial year to the Director Economic and Social Development & Tourism | Report on the mobile Thusong outreach programme | 1 | 1 |
| TL10 | Support 130 SMME's in terms of the SMME Development Programme by 30 June 2022 | Number of SMME's supported | 130 | 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 | 28 | 1 |
| TL12 | The number of job opportunities created through the EPWP programme and as per set targets (grant agreement - FTE's, translates to 1028 work opportunities) (MPPMR Reg 10 (d)) | Number of temporary jobs created | 1 028 | 1 |
| TL40 | Support 60 SMME's in terms of the Emerging Contractor Development Programme by 30 June 2022 | Number of Emerging Contractors supported | 60 | 1 |

**TABLE 217: SERVICE DELIVERY PRIORITIES FOR 2021/22- SOCIAL UPLIFTMENT AND ECONOMIC DEVELOPMENT**

# CHAPTER 4

## ORGANISATIONAL DEVELOPMENT PERFORMANCE

Screenings for COVID-19 was arranged throughout the Overstrand Municipality and the Registered Nursing Practitioners and Enrolled Nurses in charge of the screenings in the different towns are:



Mieta Smith
(Kleinmond)



Yolanda Gillions
(Hermanus)



Heleen Mouton
(Hermanus)



Martie du Toit
(Stanford)



Theresa de Kock
(Gansbaai)

## 4.1 National Key Performance Indicators- Municipal Transformation and Organisational Development

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

| KPA & Indicators | Municipal Achievement | Municipal Achievement | Municipal Achievement |
|---|---|---|---|
| | 2018/19 | 2019/20 | 2020/21 |
| 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 | 68 | 71 | 71 |
| The percentage of a municipality's budget actually spent on implementing its workplace skills plan | 99.88% | 84.54% | 99.60% |

**TABLE 218: NATIONAL KPI'S - MUNICIPAL TRANSFORMATION AND ORGANISATIONAL DEVELOPMENT**

## 4.2 Introduction to Municipal Workforce

For the 2020/21 financial year Overstrand Municipality employed **1187** (excluding non-permanent positions) officials (**60 new** appointees and **37 internal** appointees during 2020/21), 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 |
| 7 | 7 | 25 | 27 | 0 | 0 | 38 | 37 |

**TABLE 219: 2020/21 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 |
| 334 | 329 | 539 | 562 | 2 | 2 | 215 | 200 |

**TABLE 220: 2020/21 EE TARGETS/ ACTUAL BY RACIAL CLASSIFICATION (TOTAL WORKFORCE)**

| Male (Including Disabilities) | | Female (Including Disabilities) | |
|---|---|---|---|
| **Target June** | **Actual June** | **Target June** | **Actual June** |
| 763 | 779 | 327 | 314 |

**TABLE 221: 2020/21 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 | 562 | 2 | 200 | 1093 |
| **% for Positions filled** | 30.10 | 51.41 | 0.19 | 18.30 | 100 |

**TABLE 222: EE POPULATION 2020/21**

### c) Occupational Levels – Race

The table below categories the number of employees by race within the occupational levels:

| Occupational Levels | Male | | | | Female | | | | Total |
|---|---|---|---|---|---|---|---|---|---|
| | **A** | **C** | **I** | **W** | **A** | **C** | **I** | **W** | |
| Top Management | 1 | 3 | 0 | 1 | 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 | 69 | 0 | 36 | 9 | 27 | 1 | 40 | 195 |
| Semi-skilled and discretionary decision making | 87 | 168 | 0 | 29 | 31 | 85 | 0 | 44 | 444 |
| Unskilled and defined decision making | 160 | 156 | 1 | 11 | 22 | 30 | 0 | 3 | 383 |
| Total permanent | 263 | 413 | 1 | 102 | 66 | 149 | 1 | 98 | 1093 |
| Non- permanent employees | | | | | | | | | |
| **Grand total** | **263** | **413** | **1** | **102** | **66** | **149** | **1** | **98** | **1093** |

**TABLE 223: OCCUPATIONAL LEVELS**

## 4.2.2 VACANCY RATE

The approved organogram for the municipality had **1 187** posts for the 2020/2021 financial year. The actual positions filled are indicated in the tables below by post level and by functional level. **94** Posts were vacant at the end of (2020/21), resulting in a vacancy rate of **7.925%.**

Vacant posts are budgeted for: **94**

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)** | 656 | 87 |
| General Workers **(T3)** | 365 | 5 |
| **Total** | **1093** | **94** |
| **Per Functional Level** | | |
| **Functional area** | **Filled** | **Vacant** |
| Municipal Manager | 11 | 2 |
| Management Services | 49 | 4 |
| Financial Services | 101 | 13 |
| Community Services | 649 | 42 |
| Protection Services | 151 | 14 |
| Infrastructure and Planning Services | 125 | 12 |
| Economic Development Services | 7 | 7 |
| **Total** | **1093** | **94** |

**TABLE 224: 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 | 0 | N/A | N/A |
| Highly skilled supervision (T4-T13) | 3 | 20 | Electricians | 15% |
| **Total** | **3** | **22** | N/A | **15%** |

**TABLE 225: 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 remained unchanged in 2019/20 and 2020/21 at **3.37%.**

Terminations during 2020/21 were mostly due to: 32.5% resignations; 27.5% Pensioned & retirement; **5%** Medical board; 15% death and **20%** 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 |
|---|---|---|---|---|
| 2018/19 | 99 | 63 | 35 | 3.01% |
| 2019/20 | 77 | 45 | 40 | 3.37% |
| 2020/21 | 99 | 62 | 40 | 3.37% |

**TABLE 226: 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 **2020/2021** financial year with **134** 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 | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|
| Municipal Manager | 0 | 1 | 0 |
| Management Services | 8 | 5 | 5 |
| Financial Services | 5 | 5 | 3 |
| Community Services | 149 | 97 | 99 |
| Protection Services | 28 | 18 | 22 |
| Infrastructure and Planning Services | 7 | 11 | 3 |
| Economic Development, Social development and Tourism Services | 0 | 2 | 2 |
| **Total** | **197** | **139** | **134** |

**TABLE 227: 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 **2020/21** financial year shows a **22.98% increase** when compared with the **2019/2020** financial year.

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

| Department | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|
| Municipal Manager | 25 | 32 | 42 |
| Management Services | 233 | 232 | 339 |
| Financial Services | 611 | 636 | 671 |
| Community Services | 4136 | 3738 | 4 505 |
| Protection Services | 712 | 562 | 1 078 |
| Infrastructure and Planning Services | 588 | 520 | 765 |
| Economic Development, Social Development and Tourism Services | 27 | 30 | 66 |
| **Total** | **6332** | **5750** | **7 466** |

**TABLE 228: 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 229: 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 (2020/21) | Number of Employees that received training (2020/21) |
|---|---|---|---|
| MM and S57 | Female | 0 | 0 |
| | Male | 0 | 0 |
| Legislators, senior officials and managers | Female | 11 | 6 |
| | Male | 29 | 10 |
| Associate professionals and Technicians | Female | 3 | 4 |
| | Male | 9 | 5 |
| Professionals | Female | 4 | 5 |
| | Male | 3 | 7 |
| Clerks | Female | 37 | 28 |
| | Male | 6 | 8 |
| Service and sales workers | Female | 8 | 8 |
| | Male | 45 | 30 |
| Craft and related trade workers | Female | 2 | 0 |
| | Male | 22 | 14 |
| Plant and machine operators and assemblers | Female | 0 | 1 |
| | Male | 15 | 14 |
| Elementary occupations | Female | 7 | 7 |
| | Male | 72 | 51 |
| **Sub total** | **Female** | **72** | **59** |
| | **Male** | **201** | **139** |
| **Total** | | **273** | **198** |

**TABLE 230: 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 2020/21 | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | Learnerships | | Skills programmes & other short courses | | Total | | |
| | | Actual | Target | Actual | Target | Actual | Target | % Variance |
| Technicians and associate professionals | Female | 0 | 0 | 4 | 3 | 4 | 3 | 133% |
| | Male | 0 | 0 | 5 | 9 | 5 | 9 | 55% |
| Clerks | Female | 0 | 0 | 28 | 37 | 28 | 37 | 75% |
| | Male | 0 | 0 | 8 | 6 | 8 | 6 | 133% |
| Service and sales workers | Female | 0 | 0 | 8 | 8 | 8 | 8 | 100% |
| | Male | 0 | 0 | 30 | 45 | 30 | 45 | 66% |
| Craft and related trade workers | Female | 0 | 0 | 0 | 2 | 0 | 2 | 0% |
| | Male | 0 | 0 | 14 | 22 | 14 | 22 | 64% |
| Plant and machine operators and assemblers | Female | 0 | 0 | 1 | 0 | 1 | 0 | 100% |
| | Male | 0 | 0 | 14 | 15 | 14 | 15 | 93% |
| Elementary occupations | Female | 0 | 0 | 7 | 7 | 7 | 7 | 100% |
| | Male | 0 | 0 | 51 | 72 | 51 | 72 | 71% |
| **Sub total** | **Female** | **0** | **0** | **48** | **57** | **48** | **57** | **84%** |
| | **Male** | **0** | **0** | **122** | **169** | **122** | **169** | **72%** |
| **Total** | | **0** | **0** | **170** | **226** | **170** | **226** | **75%** |

**TABLE 231: SKILLS DEVELOPMENT**

## 4.4.3 SKILLS DEVELOPMENT – BUDGET ALLOCATION

The table below indicates that a total amount of **R2 107 041.00** were allocated to the workplace skills plan and that **99.60%** of the total amount was spent in the (2020/21) financial year:

| Year | Total personnel budget | Total Allocated | Total Spend | % Spent |
|---|---|---|---|---|
| 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% |
| 2020/21 | R441 138 825.00 | R2 107 041.00 | R2 093 684.15 | 99.60% |

**TABLE 232: 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 30.06.2021** | |
|---|---|
| In progress | 0 |
| Left the municipality's employment | 1 |
| Completed | 19 |
| Not completed | 3 |
| Still need to complete outstanding unit standards | 3 |

**TABLE 233: STATUS OF MMC QUALIFICATION, 30.6.2021**

## 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 | |
| 2018/19 (restated) | 378,584 | 1,108,267 | 34.16% |
| 2019/20 | 393,854 | 1,191,082 | 33.07% |
| 2020/21 | 439,508 | 1,310,571 | 33.54% |

**TABLE 234: PERSONNEL EXPENDITURE**

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

| Financial year | 2017/18 | 2018/19 | 2019/20 | 2020/21 | |
|---|---|---|---|---|---|
| **Description** | **Actual** | **Actual** | **Actual (Restated)** | **Original Budget** | **Actual** |
| **Councillors (Political Office Bearers plus Other) – R'000** | | | | | |
| Salary Package | 9 057 | 9 467 | 10 174 | 10 786 | 10 117 |
| Cell phone allowance | 1 081 | 1 106 | 1 108 | 1 110 | 1 102 |
| **Sub Total** | **10 138** | **10 573** | **11 282** | **11 896** | **11 219** |
| **% Increase** | 9.42% | 4.29% | 6.71% | | (0.56)% |
| **Senior Managers of the Municipality – R'000** | | | | | |
| Salary Package | 10 489 | 11 036 | 11 568 | 12 506 | 12 036 |
| Cell phone allowance | 187 | 187 | 187 | 187 | 183 |
| **Sub Total** | **10 676** | **11 223** | **11 755** | **12 692** | **12 219** |
| **% increase** | 5.67% | 5.12% | 4.74% | | 3.95% |
| **Other Municipal Staff – R'000** | | | | | |
| Basic Salaries and Wages | 191 230 | 214 329 | 233 862 | 259 838 | 254 435 |
| Pension Contributions | 11 484 | 48 930 | 26 879 | 48 588 | 52 157 |
| Medical Aid Contributions | 11 195 | 12 035 | 13 141 | 18 241 | 13 951 |
| Motor vehicle allowance | 10 890 | 11 455 | 12 338 | 8 032 | 13 032 |
| Cell phone allowance | 1 827 | 1 887 | 1 942 | 2 378 | 1 967 |
| Housing allowance | 2 443 | 2 350 | 2 507 | 2 870 | 2 741 |
| Overtime | 18 400 | 25 089 | 28 523 | 32 190 | 30 532 |
| Other benefits or allowances | 38 537 | 40 713 | 51 625 | 35 461 | 47 255 |
| **Sub Total** | **286 006** | **356 788** | **370 817** | **407 598** | **416 070** |
| **% increase** | (2.14)% | 24.75% | 3.93% | | 12.20% |
| **Total Municipality** | **306 820** | **378 584** | **393 854** | **432 186** | **439 508** |
| **% increase** | (1.54)% | 23.39% | 4.03% | | 11.59% |

**TABLE 235: PERSONNEL EXPENDITURE**

# CHAPTER 5

## FINANCIAL PERFORMANCE

This chapter provides details regarding the financial performance of the municipality for the 2020/21 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 2020/21 financial year**:**

| Consultant arrangement | Cost | Reason for this engagement |
|---|---|---|
| Neil Lyners And Associates (RF) (Pty) Ltd | R11 436 625.64 | 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 | R10 033 176.88 | 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) | R7 775 469.92 | 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 | R3 031 543.98 | 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 731 518.38 | Appointment of consultants for various engineering and groundwater projects in the Overstrand municipal area for a contract period ending 30 June 2022 |

**TABLE 236: 5 MOST EXPENSIVE CONSULTANTS FOR THE 2020/21 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.

# CHAPTER 5: FINANCIAL PERFORMANCE

## 5.1 FINANCIAL SUMMARY

The table below indicates the summary of the financial performance for the 2020/21 financial year:

| Financial Summary | | | | | | | |
|---|---|---|---|---|---|---|---|
| R'000 | | | | | | | |
| Description | 2018/19 | 2019/20 | 2020/21 | | | 2020/21 | |
| | Actual | Actual | Original Budget | Adjustments Budget | Actual | Original Budget | Adjustments Budget |
| **Financial Performance** | | | | | | | |
| Property rates | 233,093 | 240,910 | 262,551 | 259,241 | 261,222 | -0.5% | 0.8% |
| Service charges | 648,033 | 698,179 | 663,209 | 710,209 | 733,197 | 9.5% | 3.1% |
| Investment revenue | 45,960 | 53,186 | 36,073 | 31,050 | 34,748 | -3.8% | 10.6% |
| Transfers recognised - operational | 106,306 | 123,140 | 131,840 | 150,774 | 140,895 | 6.4% | -7.0% |
| Other own revenue | 123,034 | 173,413 | 161,512 | 149,119 | 120,583 | -33.9% | -23.7% |
| **Total Revenue (excluding capital transfers and contributions)** | **1,156,425** | **1,288,828** | **1,255,185** | **1,300,392** | **1,290,646** | **2.7%** | **-0.8%** |
| Employee costs | 368,000 | 382,572 | 437,318 | 431,319 | 437,874 | 0.1% | 1.5% |
| Remuneration of councillors | 10,573 | 11,282 | 11,896 | 11,896 | 11,219 | -6.0% | -6.0% |
| Depreciation & asset impairment | 131,114 | 134,574 | 141,877 | 141,877 | 138,195 | -2.7% | -2.7% |
| Finance charges | 44,921 | 46,570 | 51,482 | 48,982 | 48,805 | -5.5% | -0.4% |
| Materials and bulk purchases | 277,663 | 320,850 | 269,981 | 277,631 | 253,137 | -6.7% | -9.7% |
| Transfers and grants | 486 | 560 | 11,694 | 8,764 | 8,710 | -34.3% | -0.6% |
| Other expenditure | 275,779 | 294,673 | 417,762 | 440,089 | 422,995 | 1.2% | -4.0% |
| **Total Expenditure** | **1,108,536** | **1,191,082** | **1,342,010** | **1,360,559** | **1,320,936** | **-1.6%** | **-3.0%** |
| **Surplus/(Deficit)** | 47,890 | 97,746 | (86,825) | (60,166) | (30,290) | -186.6% | -98.6% |
| Transfers recognised - capital | 31,952 | 37,392 | 30,619 | 37,228 | 37,219 | 17.7% | 0.0% |
| Contributions recognised - capital & contributed assets | 26,685 | 3,730 | 1,688 | 9,688 | 23,919 | 92.9% | 59.5% |
| **Surplus/(Deficit) after capital transfers & contributions** | 106,526 | 138,868 | (54,518) | (13,251) | 30,848 | 276.7% | 143.0% |
| Share of surplus/ (deficit) of associate | 106,526 | 138,868 | (54,518) | (13,251) | 30,848 | 276.7% | 143.0% |
| **Surplus/(Deficit) for the year** | **106,526** | **138,868** | **(54,518)** | **(13,251)** | **30,848** | 276.7% | 143.0% |
| | | | | | | | |
| **Capital expenditure & funds sources** | | | | | | | |
| **Capital expenditure** | **172,777** | **211,056** | **303,738** | **280,086** | **254,800** | **-19.2%** | **-9.9%** |

| Financial Summary | | | | | | | |
|---|---|---|---|---|---|---|---|
| R'000 | | | | | | | |
| Description | 2018/19 | 2019/20 | 2020/21 | | | 2020/21 | |
| | Actual | Actual | Original Budget | Adjustments Budget | Actual | Original Budget | Adjustments Budget |
| Transfers recognised - capital | 66,060 | 118,851 | 86,516 | 84,523 | 83,490 | -3.6% | -1.2% |
| Public contributions & donations | 25,546 | 2,371 | – | – | 23,919 | 100.0% | 100.0% |
| Borrowing | 36,495 | 50,476 | 92,949 | 75,228 | 45,443 | -104.5% | -65.5% |
| Other | – | – | – | – | – | 0.0% | 0.0% |
| Internally generated funds | 44,675 | 39,358 | 124,274 | 120,335 | 101,949 | -21.9% | -18.0% |
| **Total sources of capital funds** | | | | | | | |
| **Financial position** | | | | | | | |
| Total current assets | 684,399 | 809,596 | 614,227 | 679,147 | 765,696 | 19.8% | 11.3% |
| Total non current assets | 3,712,914 | 3,795,371 | 3,982,468 | 3,954,561 | 3,921,556 | -1.6% | -0.8% |
| Total current liabilities | 220,717 | 294,861 | 254,715 | 250,272 | 310,223 | 17.9% | 19.3% |
| Total non current liabilities | 645,090 | 642,137 | 687,245 | 687,386 | 678,212 | -1.3% | -1.4% |
| Community wealth/Equity | 3,531,506 | 3,667,969 | 3,654,735 | 3,696,050 | 3,698,817 | 1.2% | 0.1% |
| | | | | | | | |
| **Cash flows** | | | | | | | |
| Net cash from (used) operating | 215,983 | 319,076 | (75,653) | 173,635 | 210,220 | 136.0% | 17.4% |
| Net cash from (used) investing | (178,314) | (212,726) | (304,307) | (285,056) | (258,734) | -17.6% | -10.2% |
| Net cash from (used) financing | 20,552 | 14,275 | 7,626 | 7,737 | 7,424 | -2.7% | -4.2% |
| **Cash/cash equivalents at the year end** | 533,188 | 653,813 | 213,093 | 550,129 | 612,723 | 65.2% | 10.2% |
| | | | | | | | |
| **Cash backing/surplus reconciliation** | | | | | | | |
| Cash and investments available | 583,711 | 700,328 | 485,812 | 550,129 | 612,723 | 20.7% | 10.2% |
| Application of cash and investments | 16,675 | 48,804 | 63,049 | 40,627 | 57,062 | -10.5% | 28.8% |
| **Balance - surplus (shortfall)** | 567,036 | 651,524 | 422,762 | 509,502 | 555,661 | 23.9% | 8.3% |
| | | | | | | | |
| **Asset management** | | | | | | | |
| Asset register summary (WDV) | 3,662,386 | 3,748,856 | 3,917,008 | 3,769,173 | 3,867,277 | -1.3% | 2.5% |
| Depreciation & asset impairment | 131,114 | 134,574 | 141,877 | 141,877 | 138,195 | -2.7% | -2.7% |
| Renewal of Existing Assets | – | – | – | – | – | #DIV/0! | #DIV/0! |
| Repairs and Maintenance | 215,024 | 188,517 | 210,905 | 218,461 | 210,901 | 0.0% | -3.6% |

| Financial Summary | | | | | | | |
|---|---|---|---|---|---|---|---|
| R'000 | | | | | | | |
| Description | 2018/19 | 2019/20 | 2020/21 | | | 2020/21 | |
| | Actual | Actual | Original Budget | Adjustments Budget | Actual | Original Budget | Adjustments Budget |
| | | | | | | | |
| **Free services** | | | | | | | |
| Cost of Free Basic Services provided | 79,256 | 67,576 | 100,126 | 79,451 | 67,896 | -47.5% | -17.0% |
| Revenue cost of free services provided | 111,180 | 67,576 | 100,126 | 79,451 | 67,896 | -47.5% | -17.0% |
| **Households below minimum service level** | | | | | | | |
| Water: | – | – | – | – | – | | |
| Sanitation/sewerage: | – | – | – | – | – | | |
| Energy: | – | – | – | – | – | | |
| Refuse: | – | – | – | – | – | | |
| | | | | | | | |
| *Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A1* | | | | | | | |

**TABLE 237: FINANCIAL PERFORMANCE 2020/21**

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%** |
| **2020/21** | 1,300,392 | 1,290,646 | 9,747 | **-0.76%** | 1,360,559 | 1,320,936 | 39,623 | **-3%** |

**TABLE 238: PERFORMANCE AGAINST BUDGETS**

**The following graph indicates the various types of revenue items in the municipal budget for 2020/21**

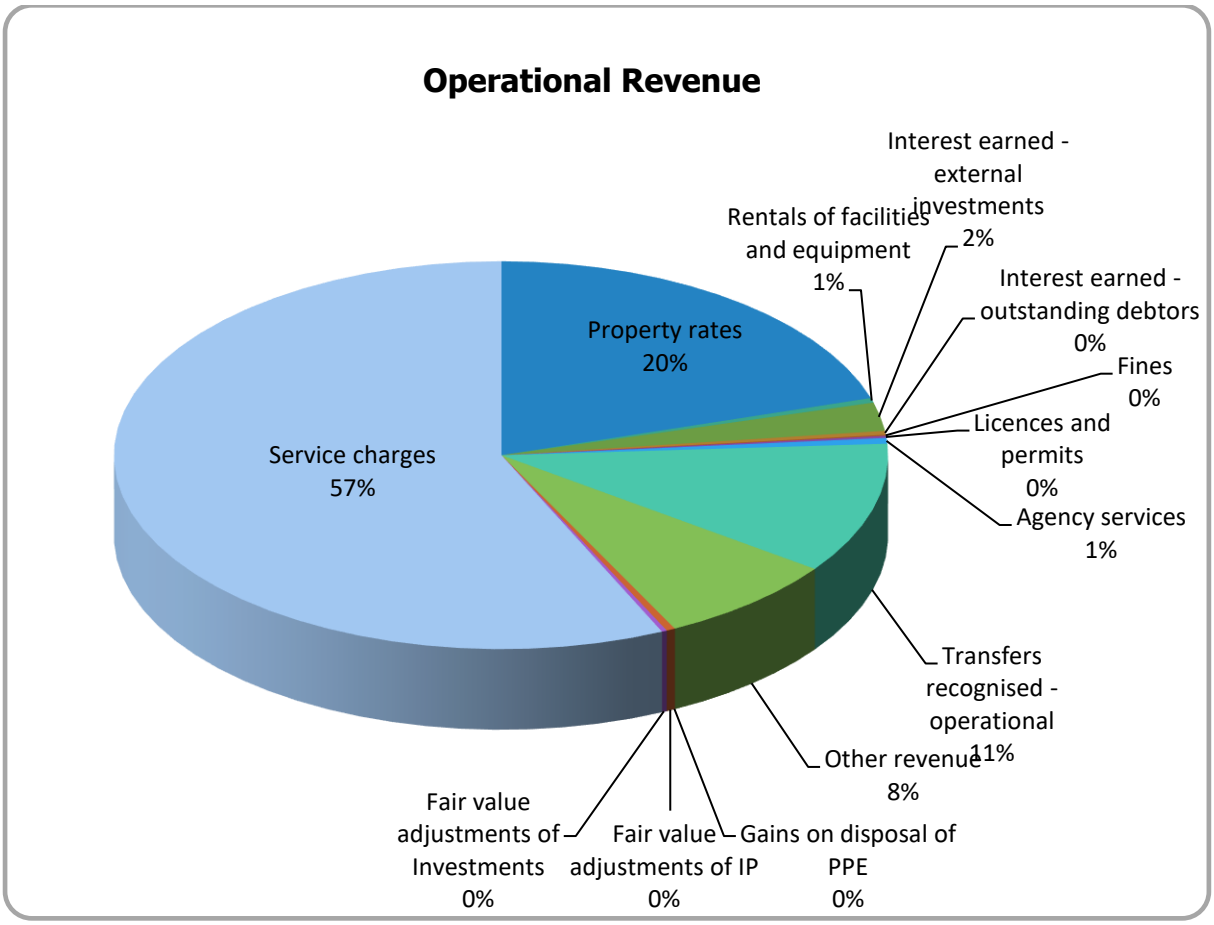



**FIGURE 18: REVENUE**

**The following graph indicates the various types of expenditure items in the municipal budget for 2020/21**

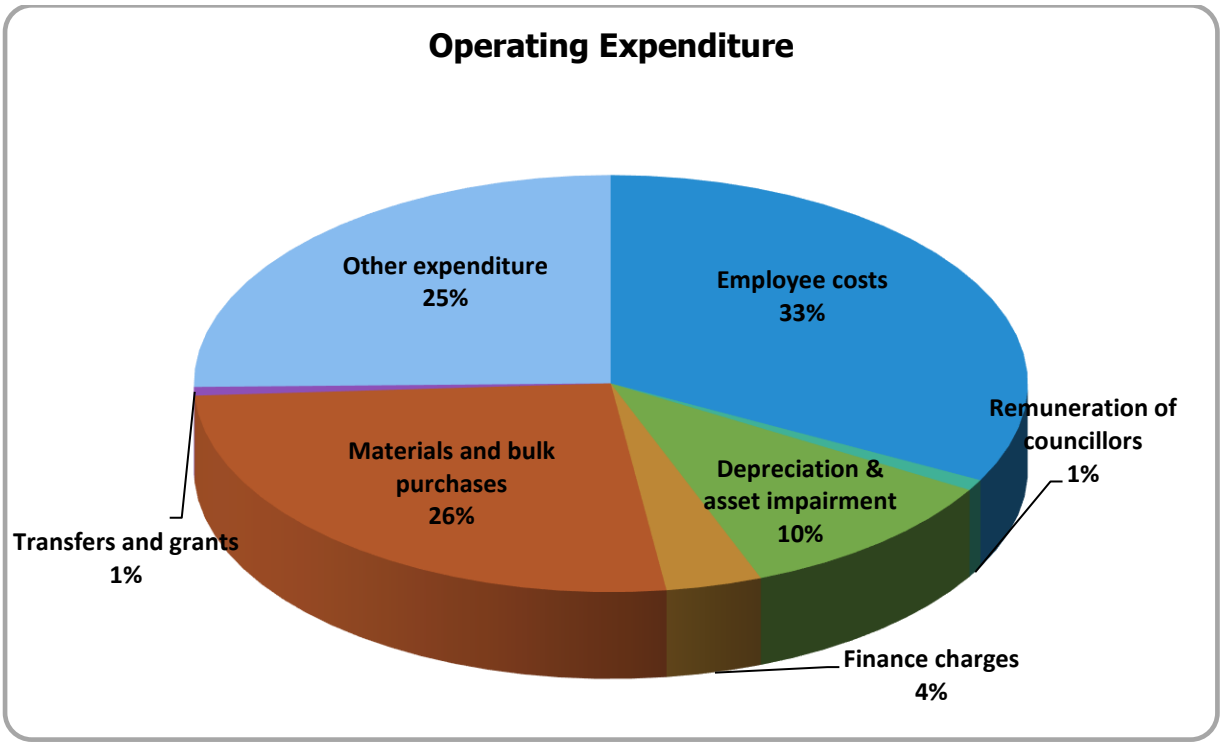



FIGURE 19: OPERATING EXPENDITURE

## 5.1.1 Revenue collection by Vote

The table below indicates the Revenue collection performance by Vote:

| Vote Description | 2018/19 | 2019/20 | 2020/21 | | | | |
|---|---|---|---|---|---|---|---|
| | R'000 | | | | | | |
| | Actual | Actual | Original Budget | Adjusted Budget | Actual | | |
| Vote 1 - Council | 26,636 | 30,091 | 17,732 | 38,689 | 38,321 | 53.7% | -1.0% |
| Vote 2 - Municipal Manager | 86 | 36 | – | – | – | 0.0% | 0.0% |
| Vote 3 - Management Services | 1,070 | 1,189 | 1,416 | 3,157 | 2,570 | 44.9% | -22.9% |
| Vote 4 - Finance | 292,648 | 299,058 | 309,162 | 305,004 | 309,361 | 0.1% | 1.4% |
| Vote 5 - Community Services | 497,129 | 585,515 | 539,510 | 558,883 | 585,823 | 7.9% | 4.6% |
| Vote 6 - Economic and Social Development & Tourism | 33,419 | 32,797 | 39,830 | 48,375 | 16,277 | -144.7% | -197.2% |
| Vote 7 - Infrastructure & Planning | 2,044 | 2,914 | 4,663 | 7,930 | 3,860 | -20.8% | -105.5% |
| Vote 8 - Protection Services | 362,029 | 378,350 | 375,179 | 385,270 | 395,572 | 5.2% | 2.6% |
| **Total Revenue by Vote** | **1,215,062** | **1,329,949** | **1,287,492** | **1,347,308** | **1,351,784** | **4.8%** | **0.3%** |

*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 239: REVENUE BY VOTE

## 5.1.2 Revenue collection by Source

The table below indicates the revenue collection performance by source for the 2020/21 financial year:

| Description | 2018/19 | 2019/20 | 2020/21 | | | 2020/21 Variance | |
|---|---|---|---|---|---|---|---|
| | R'000 | | | | | | |
| | Actual | Actual | Original Budget | Adjustments Budget | Actual | Original Budget | Adjustments Budget |
| Property rates | 233,093 | 240,910 | 262,551 | 259,241 | 261,222 | -0.5% | 0.8% |
| Property rates - penalties & collection charges | – | – | – | – | – | 0.0% | 0.0% |
| Service Charges - electricity revenue | 378,693 | 415,960 | 386,294 | 433,294 | 442,792 | 12.8% | 2.1% |
| Service Charges - water revenue | 129,858 | 133,037 | 128,520 | 128,520 | 131,113 | 2.0% | 2.0% |
| Service Charges - sanitation revenue | 77,719 | 80,925 | 78,913 | 78,913 | 87,094 | 9.4% | 9.4% |
| Service Charges - refuse revenue | 61,763 | 68,256 | 69,482 | 69,482 | 72,198 | 3.8% | 3.8% |
| Service Charges - other | – | | – | – | – | #DIV/0! | #DIV/0! |
| Rentals of facilities and equipment | 6,278 | 5,735 | 7,808 | 7,808 | 5,034 | -55.1% | -55.1% |
| Interest earned - external investments | 41,768 | 48,172 | 31,400 | 26,400 | 30,505 | -2.9% | 13.5% |
| Interest earned - outstanding debtors | 4,192 | 5,014 | 4,673 | 4,650 | 4,244 | -10.1% | -9.6% |
| Dividends received | – | | – | – | – | 0.0% | 0.0% |
| Fines | 25,672 | 18,211 | 29,564 | 29,564 | 1,095 | -2599.2% | -2599.2% |
| Licences and permits | 2,526 | 1,975 | 2,385 | 2,385 | 2,227 | -7.1% | -7.1% |
| Agency services | 4,885 | 4,376 | 4,912 | 6,412 | 6,164 | 20.3% | -4.0% |
| Transfers recognised - operational | 106,306 | 123,140 | 131,840 | 150,774 | 140,895 | 6.4% | -7.0% |
| Other revenue | 83,673 | 143,116 | 116,843 | 102,950 | 106,063 | -10.2% | 2.9% |
| Gains on disposal of PPE | – | – | | – | | 0.0% | 0.0% |
| | | | | | | | |
| **Total Revenue (excluding capital transfers and contributions)** | **1,156,425** | **1,288,828** | **1,255,185** | **1,300,392** | **1,290,646** | **2.7%** | **-0.8%** |

*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 240: REVENUE BY SOURCE**

## 5.1.3 Operational Services Performance

The table below indicates the Operational services performance for the 2020/21 financial year:

| Financial Performance of Operational Services | | | | | | | |
|---|---|---|---|---|---|---|---|
| R '000 | | | | | | | |
| Description | 2018/19 | 2019/20 | 2020/21 | | | 2020/21 Variance | |
| | Actual | Actual | Original Budget | Adjustments Budget | Actual | Original Budget | Adjustments Budget |
| **Operating Cost** | | | | | | | |
| Water | (64,031) | (92,818) | (101,745) | (99,486) | (98,551) | -3.24% | -0.95% |
| Waste Water (Sanitation) | (31,064) | (60,909) | (50,100) | (57,825) | (60,432) | 17.10% | 4.31% |
| Electricity | (270,630) | (322,237) | (303,644) | (345,146) | (344,288) | 11.81% | -0.25% |
| Waste Management | (55,168) | (54,248) | (52,076) | (46,513) | (73,765) | 29.40% | 36.94% |
| Housing | 28,760 | 74,880 | 38,158 | 31,700 | 40,928 | 6.77% | 22.55% |
| Component A: sub-total | (392,134) | (455,331) | (469,408) | (517,270) | (536,108) | 12.44% | 3.51% |
| Waste Water (Stormwater Drainage) | (5,980) | (6,434) | (3,111) | (5,273) | (4,456) | 30.18% | -18.32% |
| Roads | (94,425) | (100,111) | (108,372) | (107,880) | (106,100) | -2.14% | -1.68% |
| Transport | – | | – | – | – | 0.00% | 0.00% |
| Component B: sub-total | (100,405) | (106,545) | (111,483) | (113,153) | (110,557) | -0.84% | -2.35% |
| Planning | (61,153) | (26,397) | (32,336) | (30,556) | (25,494) | -26.84% | -19.86% |
| Local Economic Development | (8,227) | (4,393) | (12,773) | (9,746) | (9,158) | -39.49% | -6.42% |
| Component C: sub-total | (69,381) | (30,790) | (45,110) | (40,302) | (34,651) | -30.18% | -16.31% |
| Community & Social Services | (26,255) | (7,145) | (15,317) | (17,473) | (13,831) | -10.74% | -26.33% |
| Enviromental Proctection | (6,741) | (9,881) | (16,267) | (16,126) | (16,308) | 0.25% | 1.11% |
| Health | – | | – | – | – | 0.00% | 0.00% |
| Security and Safety | (47,264) | (54,281) | (84,197) | (73,385) | (76,033) | -10.74% | 3.48% |
| Sport and Recreation | (11,863) | (25,488) | (46,323) | (42,482) | (23,080) | -100.71% | -84.06% |
| Corporate Policy Offices and Other | (136,855) | (108,806) | (192,174) | (162,510) | (153,003) | -25.60% | -6.21% |
| Component D: sub-total | (228,979) | (205,601) | (354,277) | (311,976) | (282,255) | -25.52% | -10.53% |
| **Total Expenditure** | **(790,898)** | **(798,266)** | **(980,278)** | **(982,700)** | **(963,571)** | -1.73% | -1.99% |

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 241: OPERATIONAL SERVICES PERFORMANCE**

Total Net Expenditure variance between the original budget and actual was -1.73%. Total Net Expenditure variance between the amended budget and actual was -1.99%.

## 5.2 FINANCIAL PERFORMANCE PER MUNICIPAL FUNCTION

### 5.2.1 Water Services

| Description | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| **Total Operational Revenue (excluding tariffs)** | 16,297 | 20,081 | 22,422 | 21,985 | 22,061 | 0.3% |
| Expenditure: | | | | | | |
| Employees | 10,687 | 11,866 | 12,408 | 12,429 | 13,227 | 6.0% |
| Contracted services and materials | 7,486 | 47,387 | 54,892 | 55,654 | 54,120 | -2.8% |
| Other | 45,858 | 53,646 | 56,867 | 53,388 | 53,265 | -0.2% |
| **Total Operational Expenditure** | **80,329** | **112,899** | **124,167** | **121,471** | **120,612** | **-0.7%** |
| **Net Operational (Service) Expenditure** | **(64,031)** | **(92,818)** | **(101,745)** | **(99,486)** | **(98,551)** | **-0.9%** |

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 242: FINANCIAL PERFORMANCE: WATER SERVICES**

### 5.2.2 Waste Water (Sanitation)

| Description | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| **Total Operational Revenue (excluding tariffs)** | 26,811 | 17,577 | 24,957 | 22,617 | 22,477 | -0.6% |
| Expenditure: | | | | | | |
| Employees | 18,070 | 20,090 | 16,421 | 17,921 | 20,542 | 12.8% |
| Contracted services and materials | 12,091 | 27,159 | 24,994 | 29,074 | 30,261 | 3.9% |
| Other | 27,715 | 31,236 | 33,642 | 33,446 | 32,107 | -4.2% |
| **Total Operational Expenditure** | **57,876** | **78,485** | **75,058** | **80,442** | **82,909** | **3.0%** |
| **Net Operational (Service) Expenditure** | **(31,064)** | **(60,909)** | **(50,100)** | **(57,825)** | **(60,432)** | **4.3%** |

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 243: FINANCIAL PERFORMANCE: WASTE WATER (SANITATION) SERVICES**

## 5.2.3 Electricity

| Description | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| **Total Operational Revenue (excluding tariffs)** | 41,413 | 44,586 | 50,711 | 39,569 | 39,852 | 0.7% |
| Expenditure: | | | | | | |
| Employees | 21,543 | 24,538 | 26,916 | 25,441 | 25,275 | -0.7% |
| Contracted services and materials | 6,603 | 11,273 | 11,982 | 12,560 | 11,507 | -9.2% |
| Other | 283,897 | 331,012 | 315,458 | 346,714 | 347,359 | 0.2% |
| **Total Operational Expenditure** | **312,043** | **366,823** | **354,355** | **384,715** | **384,141** | **-0.1%** |
| **Net Operational (Service) Expenditure** | **(270,630)** | **(322,237)** | **(303,644)** | **(345,146)** | **(344,288)** | **-0.2%** |
| Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual. | | | | | | |

**TABLE 244: FINANCIAL PERFORMANCE: ELECTRICITY**

## 5.2.4 Waste Management

| Description | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| **Total Operational Revenue (excluding tariffs)** | 14,988 | 17,560 | 21,282 | 25,755 | 22,458 | -14.7% |
| Expenditure: | | | | | | |
| Employees | 30,700 | 31,049 | 31,990 | 30,941 | 31,569 | 2.0% |
| Contracted services and materials | 27,164 | 31,829 | 32,767 | 32,773 | 31,936 | -2.6% |
| Other | 12,293 | 8,930 | 8,601 | 8,554 | 32,718 | 73.9% |
| **Total Operational Expenditure** | **70,156** | **71,808** | **73,358** | **72,268** | **96,223** | **24.9%** |
| **Net Operational (Service) Expenditure** | **(55,168)** | **(54,248)** | **(52,076)** | **(46,513)** | **(73,765)** | **36.9%** |
| 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 245: FINANCIAL PERFORMANCE: WASTE MANAGEMENT**

## 5.2.5 Housing

| Description | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|

| | R'000 | | | | | |
|---|---|---|---|---|---|---|
| | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| **Total Operational Revenue (excluding tariffs)** | 47,184 | 104,370 | 90,568 | 74,083 | 71,891 | -3.0% |
| Expenditure: | | | | | | |
| Employees | 3,108 | 3,374 | 4,260 | 3,858 | 3,717 | -3.8% |
| Contracted services and materials | 3,069 | 2,400 | 3,721 | 4,829 | 3,183 | -51.7% |
| Other | 12,247 | 23,717 | 44,429 | 33,696 | 24,063 | -40.0% |
| **Total Operational Expenditure** | **18,424** | **29,490** | **52,410** | **42,383** | **30,963** | **-36.9%** |
| **Net Operational (Service) Expenditure** | **28,760** | **74,880** | **38,158** | **31,700** | **40,928** | **22.5%** |
| Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual. | | | | | | |

**TABLE 246: FINANCIAL PERFORMANCE: HOUSING**

## 5.2.6 Waste Water (Storm water)

| | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| Description | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| **Total Operational Revenue (excluding tariffs)** | 5,762 | 5,486 | 10,464 | 8,298 | 8,420 | 1.4% |
| Expenditure: | | | | | | |
| Employees | 2,866 | 2,938 | 2,724 | 2,689 | 2,571 | -4.6% |
| Contracted services and materials | 2,900 | 2,519 | 3,850 | 3,880 | 3,437 | -12.9% |
| Other | 5,975 | 6,464 | 7,001 | 7,001 | 6,868 | -1.9% |
| **Total Operational Expenditure** | **11,741** | **11,920** | **13,576** | **13,570** | **12,876** | **-5.4%** |
| **Net Operational (Service) Expenditure** | **(5,980)** | **(6,434)** | **(3,111)** | **(5,273)** | **(4,456)** | **-18.3%** |
| 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 247: FINANCIAL PERFORMANCE WASTE WATER (STORM WATER)**

## 5.2.7 Roads

| | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| Description | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| **Total Operational Revenue (excluding tariffs)** | 6,229 | 7,166 | 245 | 3,982 | 4,365 | 8.8% |

| Description | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| Expenditure: | | | | | | |
| Employees | 24,953 | 27,872 | 28,317 | 30,289 | 30,306 | 0.1% |
| Contracted services and materials | 38,405 | 43,023 | 43,779 | 45,203 | 43,568 | -3.8% |
| Other | 37,297 | 36,382 | 36,521 | 36,370 | 36,592 | 0.6% |
| **Total Operational Expenditure** | **100,654** | **107,277** | **108,617** | **111,862** | **110,465** | **-1.3%** |
| **Net Operational (Service) Expenditure** | **(94,425)** | **(100,111)** | **(108,372)** | **(107,880)** | **(106,100)** | **-1.7%** |
| 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 248: FINANCIAL PERFORMANCE: ROADS**

## 5.2.8 Planning

| Description | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| **Total Operational Revenue (excluding tariffs)** | 25,483 | 5,680 | 5,288 | 5,447 | 7,892 | 31.0% |
| Expenditure: | | | | | | |
| Employees | 24,449 | 28,956 | 32,439 | 31,088 | 30,306 | -2.6% |
| Contracted services and materials | 55,471 | 2,127 | 3,893 | 3,662 | 2,224 | -64.6% |
| Other | 6,715 | 994 | 1,292 | 1,253 | 855 | -46.5% |
| **Total Operational Expenditure** | **86,636** | **32,077** | **37,624** | **36,003** | **33,386** | **-7.8%** |
| **Net Operational (Service) Expenditure** | **(61,153)** | **(26,397)** | **(32,336)** | **(30,556)** | **(25,494)** | **-19.9%** |
| 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 249: FINANCIAL PERFORMANCE: PLANNING**

## 5.2.9 Local Economic Development

| Description | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| **Total Operational Revenue (excluding tariffs)** | 2,044 | 2,927 | 4,500 | 7,735 | 3,746 | -106.5% |

| Description | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| Expenditure: | | | | | | |
| Employees | 7,580 | 6,603 | 12,303 | 10,351 | 10,508 | 1.5% |
| Contracted services and materials | 1,047 | 362 | 1,487 | 3,496 | 757 | -361.7% |
| Other | 1,645 | 355 | 3,484 | 3,634 | 1,638 | -121.8% |
| **Total Operational Expenditure** | **10,272** | **7,320** | **17,273** | **17,481** | **12,903** | **-35.5%** |
| **Net Operational (Service) Expenditure** | **(8,227)** | **(4,393)** | **(12,773)** | **(9,746)** | **(9,158)** | **-6.4%** |
| Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual. | | | | | | |

**TABLE 250: FINANCIAL PERFORMANCE: LOCAL ECONOMIC DEVELOPMENT**

## 5.2.10 Community & Social Services

| Description | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| **Total Operational Revenue (excluding tariffs)** | 12,340 | 8,071 | 8,185 | 8,217 | 8,291 | 0.9% |
| Expenditure: | | | | | | |
| Employees | 29,984 | 13,369 | 13,466 | 15,996 | 14,030 | -14.0% |
| Contracted services and materials | 7,180 | 1,579 | 4,278 | 3,791 | 2,945 | -28.7% |
| Other | 1,432 | 269 | 5,758 | 5,904 | 5,154 | -14.5% |
| **Total Operational Expenditure** | **38,596** | **15,216** | **23,502** | **25,691** | **22,129** | **-16.1%** |
| **Net Operational (Service) Expenditure** | **(26,255)** | **(7,145)** | **(15,317)** | **(17,473)** | **(13,838)** | **-26.3%** |
| Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual. | | | | | | |

**TABLE 251: FINANCIAL PERFORMANCE: COMMUNITY & SOCIAL SERVICES**

## 5.2.11 Environmental Protection

| Description | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| **Total Operational Revenue (excluding tariffs)** | 45 | 21 | 32 | 32 | 32 | 2.6% |
| Expenditure: | | | | | | |
| Employees | 4,662 | 5,378 | 6,716 | 6,476 | 6,538 | 0.9% |
| Contracted services and materials | 1,843 | 4,234 | 9,237 | 9,097 | 9,304 | 2.2% |
| Other | 281 | 289 | 345 | 585 | 498 | -17.3% |
| **Total Operational Expenditure** | **6,786** | **9,902** | **16,298** | **16,158** | **16,340** | **1.1%** |
| **Net Operational (Service) Expenditure** | **(6,741)** | **(9,881)** | **(16,267)** | **(16,126)** | **(16,308)** | **1.1%** |
| Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual. | | | | | | |

**TABLE 252: FINANCIAL PERFORMANCE: ENVIRONMENTAL PROTECTION**

## 5.2.12 Security and safety

| Description | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| **Total Operational Revenue (excluding tariffs)** | 33,419 | 32,801 | 39,830 | 48,262 | 16,190 | -198.1% |
| Expenditure: | | | | | | |
| Employees | 48,624 | 58,391 | 69,880 | 66,145 | 66,526 | 0.6% |
| Contracted services and materials | 16,575 | 14,718 | 23,619 | 22,253 | 16,384 | -35.8% |
| Other | 15,485 | 13,973 | 30,528 | 33,248 | 9,312 | -257.0% |
| **Total Operational Expenditure** | **80,684** | **87,082** | **124,027** | **121,646** | **92,223** | **-31.9%** |
| **Net Operational (Service) Expenditure** | **(47,264)** | **(54,281)** | **(84,197)** | **(73,385)** | **(76,033)** | **3.5%** |
| 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 253: 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)** | 8,580 | 18,801 | 10,262 | 13,549 | 29,089 | 53.4% |
| Expenditure: | | | | | | |
| Employees | 13,787 | 33,474 | 38,668 | 35,459 | 34,286 | -3.4% |
| Contracted services and materials | 5,843 | 8,893 | 16,083 | 18,788 | 16,355 | -14.9% |
| Other | 813 | 1,921 | 1,834 | 1,784 | 1,528 | -16.7% |
| **Total Operational Expenditure** | **20,443** | **44,289** | **56,586** | **56,031** | **52,169** | **-7.4%** |
| **Net Operational (Service) Expenditure** | **(11,863)** | **(25,488)** | **(46,323)** | **(42,482)** | **(23,080)** | **-84.1%** |

Net expenditure to be consistent with summary table T 5.1.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual.

**TABLE 254: FINANCIAL PERFORMANCE: SPORT AND RECREATION**

## 5.2.14 Corporate Policy Offices & Other

| Description | 2018/19 | 2019/20 | 2020/21 | | | |
|---|---|---|---|---|---|---|
| | R'000 | | | | | |
| | Actual | Actual | Original Budget | Adjustment Budget | Actual | Variance to Budget |
| **Total Operational Revenue (excluding tariffs)** | 93,342 | 105,806 | 72,985 | 98,329 | 100,601 | 2.3% |
| Expenditure: | | | | | | |
| Employees | 137,564 | 125,913 | 150,713 | 152,055 | 157,847 | 3.7% |
| Contracted services and materials | 35,709 | 22,713 | 35,398 | 32,654 | 27,159 | -20.2% |
| Other | 56,923 | 65,986 | 79,047 | 76,129 | 68,597 | -11.0% |
| **Total Operational Expenditure** | **230,196** | **214,612** | **265,158** | **260,838** | **253,603** | **-2.9%** |
| **Net Operational (Service) Expenditure** | **(136,855)** | **(108,806)** | **(192,174)** | **(162,510)** | **(153,003)** | **-6.2%** |

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 255: FINANCIAL PERFORMANCE: CORPORATE POLICY OFFICES & OTHER**

## 5.3 GRANTS

### 5.3.1 Grant Performance

The municipality had a total amount of R83.4 million for infrastructure and other capital projects available that was received in the form of grants from the National and Provincial Governments during the 2020/21 financial year. The performance in the spending of these grants is summarised as follows:

| Grant Performance | | | | | | | |
|---|---|---|---|---|---|---|---|
| R' 000 | | | | | | | |
| Description | 2018/19 | 2019/20 | 2020/21 | | | 2020/21 Variance | |
| | Actual | Actual | Budget | Adjustments Budget | Actual | Original Budget (%) | Adjustments Budget (%) |
| _ | | | | | | | |
| **Capital Transfers and Grants** | | | | | | | |
| **National Government:** | **30,445** | **31,595** | **29,887** | **35,100** | **35,100** | 14.9% | 0.0% |
| Financial Management Grant | – | – | – | – | – | | |
| Municipal Systems Improvement | – | 67 | | – | – | | |
| Municipal Infrastructure Grant | 26,183 | 24,528 | 21,887 | 29,100 | 29,100 | 24.8% | 0.0% |
| Regional Bulk Infrastructure Grant | – | – | – | – | – | | |
| Integrated National Electrification Program | 4,262 | 7,000 | 8,000 | 6,000 | 6,000 | -33.3% | 0.0% |
| Neighbourhood Development Partnership Grant | – | – | – | – | – | | |
| **Provincial Government:** | **1,507** | **5,797** | **46,688** | **41,423** | **48,390** | 3.5% | 14.4% |
| Library subsidies | 1,117 | – | – | – | – | 0.0% | 0.0% |
| Housing | – | – | 45,956 | 39,296 | 46,271 | 0.0% | 0.0% |
| Establishment &Support of a K9 Unit | – | 3,204 | – | 645 | 637 | 100.0% | 100.0% |
| Development of Sport & Recreation Facilities | – | – | – | – | – | 0.0% | 0.0% |
| Fire Sevices Capacity Grant | – | – | – | – | – | 0.0% | 0.0% |
| Public Transport Non Motorised Infrastructure | 390 | 750 | – | 750 | 750 | 100.0% | 0.0% |
| Municipal Service Delivery and Capacity Building Grant | – | – | – | – | – | 0.0% | 0.0% |
| Financial Management Support Grant | – | 1,843 | 732 | 732 | 732 | | |
| **Total Capital Transfers and Grants** | **31,952** | **37,392** | **76,575** | **76,523** | **83,490** | **8.3%** | **8.3%** |
| *Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.* | | | | | | | |

**TABLE 256: GRANT PERFORMANCE FOR 2020/21**

## 5.3.2 Conditional Grants (Excluding MIG)

| Conditional Grants: excluding MIG – 2020/21 | | | | | | |
|---|---|---|---|---|---|---|
| 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 | 8,000 | 6,000 | 6,000 | -25.0% | 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 | 2,500 | 2,500 | 2,500 | 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 | 7,651 | 7,651 | 7,651 | 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 | 75 | 188 | 188 | 100.0% | 0.0% | To provide financial assistance to municipalities to cover the operational costs pertaining to the line functions of the community development workers including regional coordinators. |
| Construction Contracts | 90,223 | 72,830 | 70,280 | -22.1% | -3.5% | To provide funding for the creation of sustainable human settlements |
| Main Road subsidy | 145 | 145 | 145 | 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 | – | – | – | #DIV/0! | #DIV/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 | – | 750 | 750 | 100.0% | 0.0% | To assist with the provision of public transport facilities in rural communities |

| Conditional Grants: excluding MIG – 2020/21 | | | | | | |
|---|---|---|---|---|---|---|
| R' 000 | | | | | | |
| Details | Budget | Adjust-ments Budget | Actual | Variance | | Major conditions applied by donor |
| | | | | Budget | Adjustments Budget | |
| Municipal Service Delivery and Capacity Building Grant | – | – | – | #DIV/0! | #DIV/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 | 2,200 | 3,570 | 1,638 | -25.5% | -54.1% | To provide resource funding for the establishment and support of a K9 unit. |
| Thusong Service Centre | – | 32 | 32 | #DIV/0! | 0.0% | To provide financial assistance to municipalities, ensuring the financial sustainability of the Thusong Service Centres. |
| Financial Management Capacity Building Grant | 401 | 680 | 376 | -6.3% | -44.7% | 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 | – | – | – | #DIV/0! | #DIV/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. |
| Financial Fire Service Capacity Building Grant | 732 | 732 | 732 | 0.0% | 0.0% | |
| Local Govt Support Grant | – | – | – | 0.0% | 0.0% | |
| Municipal Disaster Relief Grant | – | – | – | 0.0% | 0.0% | |
| **Total** | **113,477** | **96,627** | **91,842** | **-19.1%** | **-5.0%** | |
| ** 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 257: CONDITIONAL GRANT (EXCL. MIG)**

Total conditional grants for the 2020/21 financial year were R91.8 million (excluding MIG grant and equitable share). The total conditional grants comprise of capital as well as operational grants.

The total conditional operating grants for the 2020/21 financial year was R13.4m (excluding equitable share) and the total conditional capital grants for the 2020/21 financial year was R8.1m (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 -19.1%. Total conditional grants variance between the amended budget and actual was -5.00%. This was due to two factors, namely:

Variances are due to projects not completed by 30 June 2021 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 2018/19** | **Actual Grant 2019/20** | **Actual Grant 2020/21** | **2020/21 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 | 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 | – | – | – | – | 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 | 25,814 | 3,565 | 18,765 | – | N/A | N/A | Various contributions from the public, eg. Fire truck, building, land, container etc. |
| Public contributions: cash | 622 | – | – | – | N/A | N/A | Monetary contribution in lieu of LGSETA |
| 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 | 5,162 | – | N/A | N/A | Capital Grant from DBSA For Infrastructure Investment Program |

| Grants Received From Sources Other Than Division of Revenue Act (DoRA) | | | | | | | |
|---|---|---|---|---|---|---|---|
| | R'000 | | | | | | |
| Details of Donor | Actual Grant 2018/19 | Actual Grant 2019/20 | Actual Grant 2020/21 | 2020/21 Municipal Contribution | Date Grant terminates | Date Municipal contribution terminates | Nature and benefit from the grant received, include description of any contributions in kind |
| *Provide a comprehensive response to this schedule* | | | | | | | |

**TABLE 258: GRANTS RECEIVED FROM SOURCES OTHER THAN DORA**

The total amount of grants received from other sources during the 2020/21 financial year was R23.9 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 R'000 | Total Operating Revenue R'000 | Percentage % |
|---|---|---|---|
| 2018/19 | 138,258 | 1,156,425 | 12.0% |
| 2019/20 | 160,532 | 1,288,838 | 12.5% |
| 2020/21 | 178,114 | 1,290,646 | 13.8% |

**TABLE 259: RELIANCE ON GRANTS**

**The following graph indicates the municipality's reliance on grants as percentage for the last three financial years**

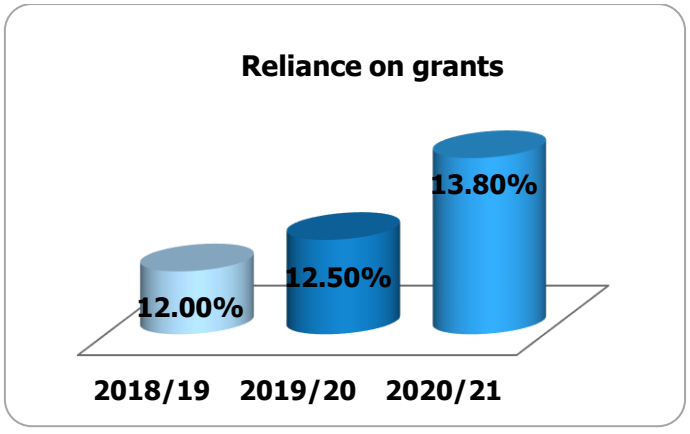



Figure 20: Reliance on grants

Total amount of conditional grants received during the 2020/21 financial year was R149 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 | | | | |
|---|---|---|---|---|
| **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 | | | |
| | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| Asset Value | 87,059,941 | 87,059,941 | 67,411,720 | 64,742,576 |
| Capital Implications | External Loan / MIG Funding / Regional Bulk Infrastructure Grant | | | |

| Treatment of the three largest assets | |
|---|---|
| **Asset 1** | |
| 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<br><br>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 260: 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 | | | |
| | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| Asset Value | 73,291,994 | 74,537,156 | 38,219,215 | 34,913,711 |
| 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 261: 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 | | | |
| | **2017/18** | **2018/19** | **2019/20** | **2020/21** |
| Asset Value | 32,878,614 | 34,831,342 | 25,480,060 | 24,852,733 |
| 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 | 2018/19<br>R'000 | 2019/20<br>R'000 | 2020/21<br>R'000 |
|---|---|---|---|
| Total Operating Expenditure | 1,108,536 | 1,191,082 | 1,320,936 |
| Repairs and Maintenance | 215,024 | 188,517 | 210,901 |
| % of total OPEX | 19.4% | 15.8% | 16.0% |

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**

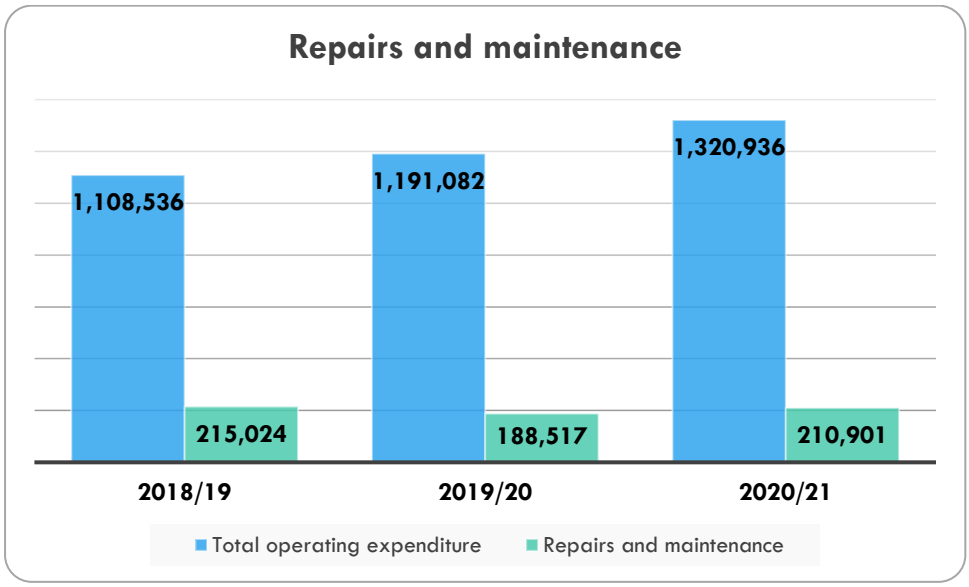



FIGURE 21: REPAIRS & MAINTENANCE VS OPERATIONAL EXPENDITURE

The percentage of repairs and maintenance over the total operating expenditure for the 2020/21 financial year was 16.0% (2019/20: 15.8%). 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 | 2018/19<br>Audit outcome | 2019/20<br>Audit outcome | 2020/21<br>Audit outcome |
|---|---|---|---|---|
| Current Ratio | Current assets/current liabilities | 3.10 | 2.75 | 2.47 |

| Description | Basis of calculation | 2018/19 Audit outcome | 2019/20 Audit outcome | 2020/21 Audit outcome |
|---|---|---|---|---|
| Current Ratio adjusted for aged debtors | Current assets less debtors > 90 days/current liabilities | 2.93 | 2.58 | 2.33 |
| Liquidity Ratio | Cash and equivalents/Trade creditors and short term borrowings | 5.22 | 5.11 | 4.27 |

**TABLE 262: LIQUIDITY FINANCIAL RATIO**

| Financial year | Net current assets R'000 | Net current liabilities R'000 | Ratio |
|---|---|---|---|
| **2018/19** | 684,399 | 220,717 | 3.10:1 |
| **2019/20** | 809,543 | 295,561 | 2.75:1 |
| **2020/21** | 765,925 | 309,931 | 2.47:1 |

**TABLE 263: LIQUIDITY FINANCIAL RATIO**

## 5.5.2 IDP Regulation Financial Viability Indicators

| Description | Basis of calculation | 2018/19 Audit outcome | 2019/20 Audit outcome | 2020/21 Audit outcome |
|---|---|---|---|---|
| Cost Coverage | (Available cash + Investments)/monthly fixed operational expenditure | 6.67 | 7.62 | 6.27 |
| Total Outstanding Service Debtors to Revenue | Total outstanding service debtors/annual revenue received for services | 10.07% | 12.33% | 11.37% |
| Debt coverage | (Total Operating Revenue - Operating Grants)/Debt service payments due within financial year) | 23.38 | 25.06 | 23.56 |

**TABLE 264: FINANCIAL VIABILITY NATIONAL KPA'S**

## 5.5.3 Creditors Management

| Description | Basis of calculation | 2018/19 Audit outcome | 2019/20 Audit outcome | 2020/21 Audit outcome |
|---|---|---|---|---|
| Creditors System Efficiency | % of Creditors Paid Within Terms (within `MFMA' s 65(e)) | 100% | 100% | 100% |

**TABLE 265: CREDITORS MANAGEMENT**

### 5.5.4 Borrowing Management

| Description | Basis of calculation | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|---|
| | | Audit outcome | Audit outcome | Audit outcome |
| Capital Charges to Operating Expenditure | Interest & Principal Paid /Operating Expenditure | 7,1% | 7,2% | 7,2% |

**TABLE 266: BORROWING MANAGEMENT**

### 5.5.5 Employee costs

| Description | Basis of calculation | 2018/19 | 2019/20 | 2020/21 |
|---|---|---|---|---|
| | | Audited outcome | Audited outcome | Audit outcome |
| Employee costs | Employee costs/(Total Revenue - capital revenue) | 31.8% | 29.7% | 33.9% |

**TABLE 267: EMPLOYEE COSTS**

Overstrand Municipality is still functioning inside the acceptable liquidity norm. The Municipality has a positive liquidity ratio. It decreased from 5.11 to 4.27. The Municipality has a positive current ratio. It decreased from 2.75 to 2.47. 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 decreased from 7.62 to 6.27. The total outstanding service debtors to revenue increased from 12.33% to 11.37%. The debt coverage decreased from 25.06 to 23.56. The capital charges to operating expenditure stayed the same at 7.2%. The employee cost over total operating revenue increased from 29.7% to 33.9%. The repairs and maintenance over total operating expenditure decreased from 16.0% to 15.8%. 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 | 303,738 | 280,086 | 254,800 | -19.2% | -9.9% |

| R'000 | Original Budget | Adjustment Budget | Actual | Original Budget variance | Adjusted Budget Variance |
|---|---|---|---|---|---|
| | | | | | |
| Operating Expenditure | 1,342,010 | 1,360,559 | 1,320,936 | -1.6% | -3.0% |
| | | | | | |
| **Total expenditure** | **1,342,010** | **1,360,559** | **1,320,935** | -1.6% | -3.0% |
| Water and sanitation | 199,224 | 201,913 | 203,521 | 2.1% | 0.8% |
| Electricity | 354,355 | 384,715 | 384,141 | 7.8% | -0.1% |
| Housing | 52,410 | 42,383 | 30,963 | -69.3% | -36.9% |
| Roads, Pavements, Bridges and storm water | 122,193 | 125,432 | 123,341 | 0.9% | -1.7% |
| Other | 613,827 | 606,116 | 578,970 | -6.0% | -4.7% |
| | | | | | |
| External Loans | 92,949 | 75,228 | 45,443 | -104.5% | -65.5% |
| Internal contributions | 124,274 | 120,335 | 101,949 | -21.9% | -18.0% |
| Grants and subsidies | 86,516 | 84,523 | 83,490 | -3.6% | -1.2% |
| Other | – | – | 23,919 | 100.0% | 100.0% |
| | | | | | |
| External Loans | 54,000 | 54,000 | 54,000 | 0.0% | 0.0% |
| Grants and subsidies | 164,147 | 197,690 | 202,033 | 18.8% | 2.1% |
| Investments Redeemed | – | – | – | 0.0% | 0.0% |
| Statutory Receipts (including VAT) | 83,889 | 84,491 | 100,667 | 16.7% | 16.1% |
| Other Receipts | 34,983 | 34,987 | 38,853 | 10.0% | 10.0% |
| | | | | | |
| Salaries, wages and allowances | 437,318 | 431,319 | 437,874 | 0.1% | 1.5% |
| Cash in bank | 213,093 | 550,129 | 612,723 | 65.2% | 10.2% |
| Capital payments | 303,738 | 280,086 | 254,800 | -19.2% | -9.9% |
| Investments made | – | – | – | 0.0% | 0.0% |
| External loans repaid | 46,374 | 46,263 | 46,576 | 0.4% | 0.7% |
| Statutory Payments (including VAT) | 75,000 | 75,000 | 74,659 | -0.5% | -0.5% |
| Other payments | 29,604 | 23,955 | 65,343 | 54.7% | 63.3% |
| | | | | | |
| R million | Original Budget | Adjustment Budget | Actual | Original Budget variance | Adjusted Budget Variance |

| R'000 | Original Budget | Adjustment Budget | Actual | Original Budget variance | Adjusted Budget Variance |
|---|---|---|---|---|---|
| Property rates | 262,551 | 259,241 | 261,222 | -0.5% | 0.8% |
| Service charges | 663,209 | 710,209 | 733,197 | 9.5% | 3.1% |
| Other own revenue | 361,733 | 377,858 | 357,365 | -1.2% | -5.7% |
| | | | | | |
| Employee related costs | 437,318 | 431,319 | 437,874 | 0.1% | 1.5% |
| Provision for working capital | | | – | 0.0% | 0.0% |
| Materials | – | – | – | 0.0% | 0.0% |
| Bulk purchases | – | – | – | 0.0% | 0.0% |
| Other expenditure | 634,711 | 651,609 | 629,924 | -0.8% | -3.4% |
| | | | | | |
| Service charges: Electricity | 386,294 | 433,294 | 415,960 | 7.1% | -4.2% |
| Grants & subsidies: Electricity | – | – | – | 0.0% | 0.0% |
| Other revenue: Electricity | 50,711 | 39,569 | 39,852 | -27.2% | 0.7% |
| | | | | | |
| Employee related costs: Electricity | 26,916 | 25,441 | 25,275 | -6.5% | -0.7% |
| Provision for working capital: Electricity | – | – | – | 0.0% | 0.0% |
| Repairs and maintenance: Electricity | 11,982 | 12,560 | 11,507 | -4.1% | -9.2% |
| Bulk purchases: Electricity | – | – | – | 0.0% | 0.0% |
| Other expenditure: Electricity | 315,458 | 346,714 | 347,359 | 9.2% | 0.2% |
| | | | | | |
| Service charges: Water | 128,520 | 128,520 | 133,037 | 3.4% | 3.4% |
| Grants & subsidies: Water | – | – | – | 0.0% | 0.0% |
| Other revenue: Water | 22,422 | 21,985 | 22,061 | -1.6% | 0.3% |
| | | | | | |
| Employee related costs: Water | 12,408 | 12,429 | 13,227 | 6.2% | 6.0% |
| Provision for working capital: Water | – | – | – | 0.0% | 0.0% |
| Repairs and maintenance: Water | 54,892 | 55,654 | 54,120 | -1.4% | -2.8% |
| Bulk purchases: Water | – | – | – | 0.0% | 0.0% |
| Other expenditure: Water | 56,867 | 53,388 | 53,265 | -6.8% | -0.2% |
| | | | | | |

**TABLE 268: ANALYSIS OF CAPITAL AND OPERATING EXPENDITURE**

## 5.7 Sources of Finance

| Capital Expenditure - Funding Sources | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| R' 000 | | | | | | | | |
| Details | | 2018/19 Actual | 2019/20 Actual | 2020/21 | | | | |
| | | | | Original Budget (OB) | Adjustment Budget | Actual | Adjustment to OB Variance (%) | Actual to OB Variance (%) |
| **Source of finance** | | | | | | | | |
| | External loans | 36,495 | 50,476 | 92,949 | 75,228 | 45,443 | -104.54% | -65.55% |
| | Public contributions and donations | 25,546 | 2,371 | – | – | 23,919 | 100.00% | 100.00% |
| | Grants and subsidies | 66,060 | 118,851 | 86,516 | 84,523 | 83,490 | -3.62% | -1.24% |
| | Other | 44,675 | 39,358 | 124,274 | 120,335 | 101,949 | -21.90% | -18.03% |
| **Total** | | **172,777** | **211,056** | **303,738** | **280,086** | **254,800** | **-19.21%** | **-9.92%** |
| *Percentage of finance* | | | | | | | | |
| | External loans | 21.1% | 23.92% | 30.6% | 26.9% | 17.83% | -71.6% | -50.6% |
| | Public contributions and donations | 14.8% | 1.12% | 0.0% | 0.0% | 9.39% | 100.0% | 100.0% |
| | Grants and subsidies | 38.2% | 56.31% | 28.5% | 30.2% | 32.77% | 13.1% | 7.9% |
| | Other | 25.9% | 18.65% | 40.9% | 43.0% | 40.01% | -2.3% | -7.4% |
| **Capital expenditure** | | | | | | | | |
| | Water and sanitation | 47,233 | 49,442 | 100,382 | 91,494 | 66,087 | -51.89% | -38.44% |
| | Electricity | 28,893 | 21,428 | 21,119 | 19,119 | 10,436 | -102.36% | -83.20% |
| | Housing | 34,276 | 80,203 | 48,144 | 42,940 | 49,598 | 2.93% | 13.42% |
| | Roads and storm water | 19,308 | 20,324 | 49,436 | 50,763 | 47,411 | -4.27% | -7.07% |
| | Other | 43,067 | 39,659 | 84,657 | 75,771 | 81,268 | -4.17% | 6.76% |
| **Total** | | **172,777** | **211,056** | **303,738** | **280,086** | **254,800** | **-19.21%** | **-9.92%** |
| *Percentage of expenditure* | | | | | | | | |
| | Water and sanitation | 27.3% | 23.43% | 33.0% | 32.7% | 25.94% | -27.4% | -25.9% |
| | Electricity | 16.7% | 10.15% | 7.0% | 6.8% | 4.10% | -69.8% | -66.7% |
| | Housing | 19.8% | 38.00% | 15.9% | 15.3% | 19.47% | 18.6% | 21.2% |
| | Roads and storm water | 11.2% | 9.63% | 16.3% | 18.1% | 18.61% | 12.5% | 2.6% |
| | Other | 24.9% | 18.79% | 27.9% | 27.1% | 31.89% | 12.6% | 15.2% |

**TABLE 269: 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 2020/21 financial year:

| Capital Expenditure of 5 largest projects* | | | | | |
|---|---|---|---|---|---|
| R' 000 | | | | | |
| Name of Project | 2020/21 | | | Variance 2020/21 | |
| | Original Budget | Adjustment Budget | Actual Expenditure | Original Variance (%) | Adjustment variance (%) |
| A - LOW-COST HOUSING SERVICE: CONSTRUCTION CONTRACTS & LAND | 45,956,000 | 39,295,603 | 46,271,131 | 1% | 15% |
| B - HERMANUS NEW WASTE MANAGEMENT FACILITY | 17,963,569 | 18,063,569 | 15,021,636 | -20% | -20% |
| C - WATER MASTER PLAN IMPLEMENTATION | 12,033,060 | 11,462,362 | 4,189,532 | -187% | -174% |
| D- NEW 4ML RESERVOIR | 9,881,744 | 9,881,744 | 8,995,664 | -10% | -10% |
| E- UPGRADE HERMANUS WELL FIELDS PHASE 1 | 10,500,000 | 8,500,000 | 3,808,238 | -176% | -123% |
| | **96,334,373** | **87,203,278** | **78,286,201** | **-23%** | **-11%** |

**TABLE 270: 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 271: SUMMARY OF LOW-COST HOUSING SERVICE**

| | |
|---|---|
| **Name of Project - B** | **B- HERMANUS NEW WASTE MANAGEMENT FACILITY** |
| Objective of Project | The Construction of a replacement Materials Recovery Facility and Public Drop Off Facility to replace damaged infrastructure. |
| Delays | Three of the structural steel portal frames were damaged by strong winds during construction and procuring the replacement steel and sending for galvanising resulted project delays, due to the current steel shortages at suppliers. |
| Future Challenges | Fluctuations in the recycling market |
| Anticipated citizen benefits | Improved waste management practices followed by diverting the clean recyclable waste streams from landfill for reuse by processing it through the Material Recovery Facility. The separate collection of clean recyclables (clear bags) form households via the two-bag waste collection service to the greater Hermanus and Kleinmond areas. |

**TABLE 272: SUMMARY OF THE HERMANUS NEW WASTE MANAGEMEMT FACILITY**

| Name of Project - C | C- 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 had to be followed, causing significant delays in construction. |
| Future Challenges | None |
| Anticipated citizen benefits | Decrease in number of pipe bursts, water supply interruptions, and water losses. |

TABLE 273: SUMMURY OF THE WATER MASTER PLAN IMPLEMENTATION

| Name of Project - D | D-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 274: SUMMARY OF NEW 4ML RESERVOIR

| Name of Project - E | E-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 delays 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 had to be followed. |
| Anticipated citizen benefits | Increased bulk water supply capacity to the entire Greater Hermanus area. |

TABLE 275: SUMMARY OF UPGRADE HERMANUS WELL FIELDS PHASE 1

The variance between the original and adjustment budgets on these projects amount to -23% and -11% 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 2020/21 | | | | |
|---|---|---|---|---|
| Households (HHs) | | | | |
| | *Service level above minimum standard | | **Service level below minimum standard | |
| | No. HHs | % HHs | No. HHs | % HHs |
| Water | 33 886 | 100% | 0 | 0% |
| Sanitation | 34 199 | 100% | 0 | 0% |
| Electricity | 25 972 | 100% | 0 | 0% |
| Waste management | 33 895 | 100% | 0 | 0% |
| Housing | 31 672 | 89.3% | 3779 | 0% |
| *% HHs are the service above/below minimum standard as a proportion of total HHs. 'Housing' refers to * formal and ** informal settlements.* | | | | |

**TABLE 276: SERVICE BACKLOGS**

### 5.9.2 Municipal Infrastructure Grant (MIG)

The MIG grant is intended to provide specific capital finance for basic municipal infrastructure backlogs for poor households, micro enterprises and social institutions servicing poor communities.

| 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** | | | **640 762** | **8 117 767** | **8 758 529** | | | **5 387 775** | 2 031 225 | **2 021 000** | **4 052 225** |
| Hawston | Ward 08 | UPGRADE HAWSTON SPORT COMPLEX | D Hendriks | MIG | | 8 117 767 | 8 758 529 | 205 542 | | 205 542 | | 2 021 000 | 2 021 000 |
| Hawston | Ward 08 | UPGRADE HAWSTON SPORT COMPLEX R/O | D Hendriks | MIG | | | | | 5 182 233 | 5 182 233 | 2 031 225 | | 2 031 225 |
| | | **ROADS** | | | | **6 175 774** | **6 175 744** | | **2 986 295** | **2 986 295** | | **5 583 000** | **5 583 000** |
| Blompark | Ward 02 | REHABILITATE ROADS - BLOMPARK | D Hendriks | MIG | | 1 462 613 | 1 462 613 | | 1 605 224 | 1605 224 | | | |
| Stanford | Ward 11 | REHABILITATE ROADS - STANFORD | D Hendriks | MIG | | 4 713 161 | 4 713 161 | | 915 776 | 915 776 | | | |
| Blompark | Ward 02 | BLOMPARK HOUSING PROJECT BUS ROUTE | D Hendriks | MIG | | | | | 465 295 | 465 295 | | 5 583 000 | 5 583 000 |
| | | **WATER** | | | | **4 798 256** | **4 798 256** | **1 113 919** | **7 881 744** | **8 995 663** | | **9 615 000** | **9 615 000** |
| Masakhane | Ward 1 & 2 | NEW 4ML RESERVOIR | D Hendriks | MIG | | 4 798 256 | 4 798 256 | 1 113 919 | 5 581 744 | 7 581 744 | | | |
| Masakhane | Ward 1 & 2 | NEW 4ML RESERVOIR R/O | D Hendriks | MIG | | | | | 2 300 000 | | | | |
| Masakhane | Ward 01 | UPGRADE WATER LINES & NEW BOOSTER PUMPSTATION & VALVES | D Hendriks | MIG | | | | | | | | 4 000 000 | 4 000 000 |

| MIG BUDGET 2019/ 20 – 2021/22 | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | 2019/20 BUDGET | | | 2020/21 BUDGET | | | 2021/22 BUDGET | | |
| Stanford | Ward 11 | UPGRADE BULK WATER | D Hendriks | MIG | | | | | | | | 5 615 000 | 5 615 000 |
| | | | | | | | | | | | | | |
| | | **SEWERAGE** | | | | **126 000** | **126 000** | | **4 852 376** | **4 852 376** | | **4 834 000** | **4 834 000** |
| 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 | | | | | 3 651 000 | 3 651 000 | | | |
| Masakhane | Ward 01 | UPGRADE BULK SEWER SUPPLY AREA A & B | | | | | | | 1 201 376 | 1 201 376 | | 4 834 000 | 4 834 000 |
| | | **STORMWATER** | | | | **5 309 970** | **5 309 970** | | **8 197 585** | **8 198 585** | | | |
| 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 | | | | | 4 370 061 | 4 370 061 | | | |
| Stanford | Ward 11 | STANFORD HOUSING PROJECT BULK STORMWATER | D Hendriks | MIG | | | | | 3 827 524 | 3 827 524 | | | |
| | | | | | | | | | | | | | |
| | | **GRAND TOTAL** | | | **640 762** | **24 527 767** | **25 168 529** | **1 319 461** | **29 100 233** | **30 419 694** | **2 031 225** | **22 053 000** | **24 084 225** |

**TABLE 277: 2019/20 – 2021/22 MIG BUDGET**

The table details the MIG expenditure for the 2020/21 financial year:

| Municipal Infrastructure Grant (MIG)* Expenditure 2020/21 on Service backlogs | | | | | | |
|---|---|---|---|---|---|---|
| R' | | | | | | |
| Details | Budget | Adjustments Budget | Actual | Variance | | The grant is intended to provide specific capital finance for basic municipal infrastructure backlogs for poor households, micro enterprises and social institutions servicing poor communities |
| | | | | Budget | Adjust-ments Budget | |
| **Infrastructure - Road transport** | **10,364,256** | **11,183,880** | **11,183,880** | **7%** | **0%** | |
| *Roads, Pavements & Bridges* | - | 2,986,295 | 2,986,295 | 100% | 0% | |
| *Storm water* | 10,364,256 | 8,197,585 | 8,197,585 | -26% | 0% | |
| **Infrastructure - Electricity** | **-** | **-** | - | | | |
| *Generation* | | | - | | | |
| *Transmission & Reticulation* | - | - | - | | | |
| *Street Lighting* | | | | | | |
| **Infrastructure - Water** | **7,881,744** | **7,881,744** | **7,881,744** | **0%** | **0%** | |
| *Dams & Reservoirs* | 7,881,744 | 7,881,744 | 7,881,744 | 0% | 0% | |
| *Water purification* | | | | | | |
| *Reticulation* | | | | | | |
| **Infrastructure - Sanitation** | **3,920,000** | **4,852,376** | **4,852,376** | **19%** | **0%** | |
| *Reticulation* | 3,920,000 | 4,852,376 | 4,852,376 | 19% | 0% | |
| *Sewerage purification* | | | | | | |
| **Infrastructure - Other** | **-** | **-** | **-** | **0%** | **0%** | |
| *Waste Management* | | | | | | |
| *Transportation* | | | | | | |
| *Gas* | | | | | | |
| ***Other Specify:*** | **7,203,233** | **5,182,233** | **5,182,233** | **-39%** | **0%** | |
| Hawston Sport Complex | 7,203,233 | 5,182,233 | 5,182,233 | -39% | 0% | |
| Extension of Thusong Centre | | | | | | |
| **Total** | **29,369,233** | **29,100,233** | **29,100,233** | **-1%** | **0%** | |

** 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 278: MUNICIPAL INFRASTRUCTURE GRANT (MIG) SPENDING, 2020/21**

The MIG allocation for 2020/21 was spent on the following projects:

## Overstrand Sidewalks (Blompark & Stanford) – R2 521 000

The project entailed the construction of sidewalks in Blompark and Stanford to provide a safe and dedicated walking network for pedestrians. 1.2m wide, paved sidewalks were constructed in Kappertjie-, Viooltjie-, Gousblom-, Magnolia-, Dalhlia-, Leeubekkie- and Ridderspoor street, in Blompark and 1.5m sidewalks were constructed in Dreyer-, Mundi and Matilda May Street in Stanford.




**BLOMPARK SIDEWALKS**




**STANFORD SIDEWALKS**

## Upgrading of Hawston Sport Grounds – R 5 182 233

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 which

entailed the construction of 8 new netball/tennis combination courts were completed in the 2019/2020 financial year. **Phase 2** entailed the:

- Construction of Netball/Tennis cloakrooms & ablution facilities
- Construction of a 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, goals posts and subsoil drainage.

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 construction works were suspended from 27 March 2020, due to the national lockdown period as announced by the President. The contractor resumed with construction activities during May 2020. This delayed the completion of the project and resulted in under-expenditure of R 5 182 233 during the 2019/2020 financial year. The application for the roll-over of the unspent funds was submitted to National Treasury at the end of August 2020 and was approved during November 2020. The project was subsequently completed on 02 December 2020.



New Athletics track, Soccer field & Cricket Oval, Hawston Sports Grounds

## New 4ML Reservoir Masakhane – R 7 881 744

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 project entailed the construction of a 4ML reservoir, the associated chambers, fittings, bulk meter and connection to the existing bulk water pipeline.

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 was 21 January 2021.

The construction works were suspended from 27 March 2020, due to the national lockdown period as announced by the President. The contractor resumed with construction activities during May 2020. This delayed the construction programme and resulted in under-expenditure of R 2 300 000.00 during the 2019/2020 financial year. The application for the roll-over of the unspent funds was submitted to National Treasury at the end of August 2020 and was approved during November 2020. The project was subsequently completed on 13 May 2021. The total project cost amounted to R 13 793 919 (excl. VAT).



NEW 4ML RESERVOIR, MASAKHANE

## Bulk Stormwater Stanford & Masakhane Housing developments

Gibb Consulting Engineers compiled Local Stormwater Management Plans to determine the storm water impacts and the storm water upgrade requirements for the Stanford & Masakhane low-cost housing developments. The bulk stormwater upgrades are required to ensure that the Post development peak flows are reduced to accommodate the 1:50 major storm events.

## Stanford Housing Project Bulk Stormwater – R 3 827 524

The project entailed the construction of:

- Underground Conduit and Road Drainage System consisting of
    - 23m of 375mm reinforced concrete pipes
    - 96m of 900mm reinforced concrete pipes
    - 41m of 1200mm reinforced concrete pipes
- Armour Flex Lined channel, Length - 175m
- Detention Pond (6 790m³)
- "Wet pool" within detention pond (236 m³)
- Landscaping & Fencing
- Stormwater Structures (manholes, gabions, energy dissipater, catchpits, headwalls, stilling basin)

The tender was advertised 19 June 2020 and was awarded to SR Civils on 29 September 2020. Construction works commenced on 19 October 2020 and the project was completed on 17 March 2021. The total project cost amounted to R 3 827 524.00 (excl. VAT).





**Stanford Stormwater Pond**

## Masakhane Housing Project Bulk Stormwater- Phase 1 – R4 370 061

**The project entailed the construction of:**

- 15m of 900mm reinforced concrete pipes
- Armour flex lined channel (625 m²) length, 133m
- 8 522 m³ Detention Pond (incl. landscaping & fencing)
- Stormwater Structures (headwalls, stilling basins)

The tender was advertised 19 June 2020 and was awarded to Zelpy 1117 CC on 29 September 2020. Construction activities commenced on 16 October 2020 and the project was completed on 11 March 2021. The total project cost amounted to R 4 370 061 (excl. Vat).



**Masakhane Stormwater Pond**

## Bulk Sewer infrastructure Masakhane Housing development

The new low-cost housing developments in Masakhane are dependent on the upgrading of the bulk sewer infrastructure. The sewer network upgrades are required to ensure that there is sufficient capacity to accommodate the low-cost housing units. GLS Consulting Engineer's report in terms of available infrastructure capacity was used as the master planning framework. The following bulk sewer upgrade projects were implemented in Masakhane:

## Upgrade Bulk Sewer Masakhane (Pumpstation)- R 3 651 000

The project entailed the construction of:

- 460m of 90mm dia sewer rising main pipeline
- New sewer pumpstation with associated mechanical & electrical works, telemetry etc.

The tender was advertised 03 July 2021 and awarded to Benver Civils on 26 October 2020. Construction works commenced on 02 December 2020 and practical completion was achieved on **30 June 2021.** The total project cost amounted to R 3 651 000.00 (excl. VAT).





## Upgrade Bulk Sewer Masakhane Low-Cost Housing Project Phase 2- R 1 201 376





The project entailed the installation of **674m** of 200dia outfall sewer pipeline. MCape, the Housing implementing Agent installed the internal civils services for the Housing development. Their scope of works was extended to include the installation of the Bulk Sewer pipeline, which was essential for the successful completion of the internal sewer services. Construction activities commenced at the end of May 2021 and practical completion of this portion of the works was achieved on **30 June 2021**. The remaining scope of this project will be implemented in the 2021/22 and 2022/2023 financial years.

## Blompark Housing Bus Route – R 465 295

Overstrand Municipality developed 643 low-cost housing sites in Blompark & Beverley Hills informal settlement.

The Transport Impact Assessment (TIA) for the Blompark & Beverly Hills Low-Cost Housing development was used as master planning framework for the project. The purpose of the TIA was to determine the impact of the housing development on the surrounding transport network and to recommend any upgrades required. It is expected that the development will generate public transport demand and that the public transport services will extend into the development.

According to the TIA the following upgrades are required:

- 6,8m wide Access Road– Length, approximately 431m
- Intersection Upgrade (lane widening, 3.4m wide) – Length, approximately 260m
- 2m wide sidewalks on either side of the roads.

The proposed Access Road (class 4) is required to augment the public transport routes and the Intersection Upgrade is required to improve the Level of Service of the traffic due to the housing development.

2m wide sidewalks are proposed on either side of the roads to provide non-motorised transport facilities that are safe and accessible with sufficient capacity for pedestrian traffic.

The expenditure for this financial year was towards professional fees, the project will be implemented in the 2021/2022 financial year.



**Road to be upgraded**

# 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 | 2018/19 | 2019/20 | 2020/21 | | |
| | Actual | Actual | Original Budget | Adjustments Budget | Actual |
| **CASH FLOW FROM OPERATING ACTIVITIES** | | | | | |
| **Receipts** | | | | | |
| Ratepayers and other | 1,001,510 | 1,102,025 | 1,045,377 | 1,081,568 | 1,130,119 |
| Government - operating | 110,341 | 120,949 | 131,840 | 150,774 | 147,186 |
| Government - capital | 32,017 | 60,675 | 30,619 | 37,228 | 23,825 |
| Interest | 45,960 | 53,186 | 36,073 | 31,050 | 34,748 |
| Dividends | – | – | – | – | – |
| **Payments** | | | | | |
| Suppliers and employees | (929,996) | (971,602) | (1,309,181) | (1,065,822) | (1,069,392) |

| Cash Flow Outcomes | | | | | |
|---|---|---|---|---|---|
| R'000 | | | | | |
| Description | 2018/19 | 2019/20 | 2020/21 | | |
| | Actual | Actual | Original Budget | Adjustments Budget | Actual |
| Finance charges | (44,921) | (46,570) | (10,381) | (51,482) | (48,813) |
| Transfers and Grants | (486) | (560) | – | (8,680) | (8,710) |
| **NET CASH FROM/(USED) OPERATING ACTIVITIES** | **214,426** | **318,104** | **(75,653)** | **174,635** | **208,963** |
| | | | | | |
| **CASH FLOWS FROM INVESTING ACTIVITIES** | | | | | |
| **Receipts** | | | | | |
| Proceeds on disposal of PPE | (566) | 3,303 | 7,000 | – | 940 |
| Decrease (Increase) in non-current debtors | – | – | – | – | – |
| Decrease (increase) other non-current receivables | 8 | 7 | 7 | 10 | 4 |
| Decrease (increase) in non-current investments | (4,980) | (4,980) | (7,575) | (4,980) | (4,878) |
| **Payments** | | | | | |
| Capital assets | (172,777) | (211,056) | (303,738) | (280,086) | (254,800) |
| **NET CASH FROM/(USED) INVESTING ACTIVITIES** | **(178,314)** | **(212,726)** | **(304,307)** | **(285,056)** | **(258,734)** |
| | | | | | |
| **CASH FLOWS FROM FINANCING ACTIVITIES** | | | | | |
| **Receipts** | | | | | |
| Short term loans | – | – | – | – | – |
| Borrowing long term/refinancing | 54,000 | 54,000 | 54,000 | 54,000 | 54,000 |
| Increase (decrease) in consumer deposits | 1,558 | 972 | (1,000) | (1,000) | 1,256 |
| **Payments** | | | | | |
| Repayment of borrowing | (33,448) | (39,725) | (46,374) | (46,263) | (46,576) |
| **NET CASH FROM/(USED) FINANCING ACTIVITIES** | **22,109** | **15,248** | **6,626** | **6,737** | **8,680** |
| | | | | | |
| **NET INCREASE/ (DECREASE) IN CASH HELD** | **58,220** | **120,626** | **(373,333)** | **(103,684)** | **(41,091)** |
| Cash/cash equivalents at the year begin: | **474,967** | **533,188** | **585,426** | **653,813** | **653,813** |
| Cash/cash equivalents at the year end: | **533,188** | **653,813** | **212,093** | **550,129** | **612,723** |
| Source: MBRR SA7 | | | | | |

**TABLE 279: 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 |
| 2018/19 | 26,908 | 42,322 | 19,505 | 683 | 10,689 | 100,108 |
| 2019/20 | 32,702 | 56,744 | 25,153 | 894 | 12,065 | 127,558 |
| 2020/21 | 32,255 | 54,222 | 26,634 | 933 | 14,299 | 128,345 |
| Difference | (446) | (2,522) | 1,481 | 39 | 2,234 | 787 |
| % growth year on year | -1.4% | -4.4% | 5.9% | 4.4% | 18.5% | 0.6% |
| | | | | | | |
| *Note: Figures exclude provision for bad debt* | | | | | | |

TABLE 280: GROSS OUTSTANDING DEBTORS PER SERVICE

**The following graph indicates the total outstanding debt per type of service for 2020/21**

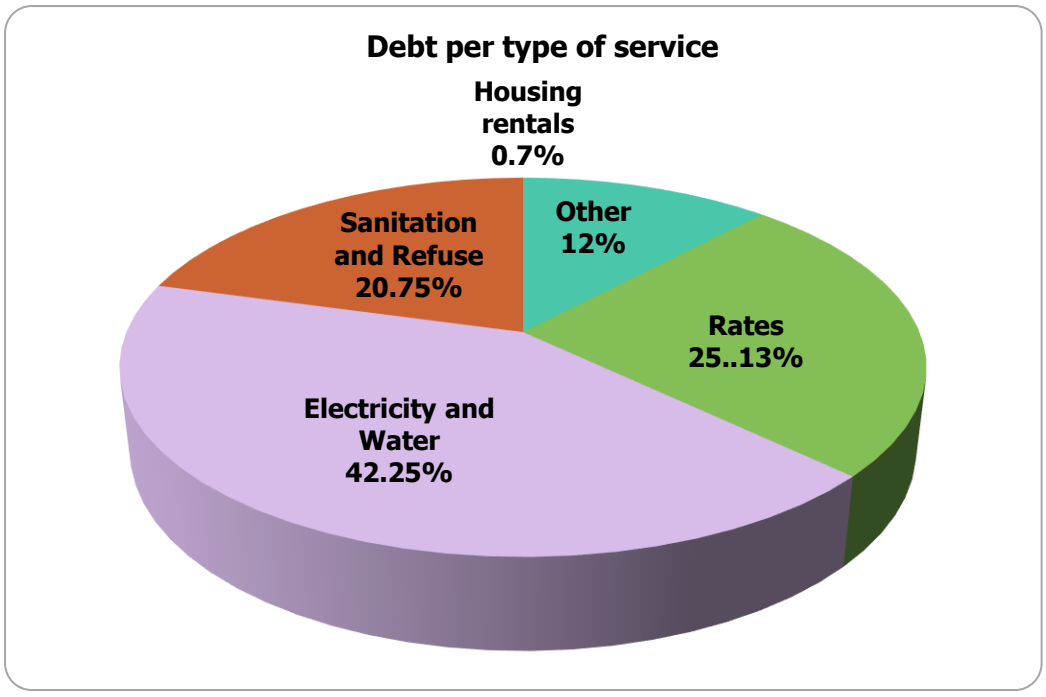



FIGURE 22: DEBT PER SERVICE TYPE

## 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 |
|---|---|---|---|---|---|
| 2018/19 | 64,339 | 2,220 | 1,624 | 31,924 | 100,108 |
| 2019/20 | 73,683 | 7,276 | 3,518 | 43,082 | 127,558 |
| 2020/21 | 71,751 | 2,455 | 1,742 | 52,396 | 128,345 |
| Difference | (1,931) | (4,820) | (1,776) | 9,315 | 787 |
| % growth year on year | -2.6% | -66.3% | -50.5% | 21.6% | 0.6% |

**TABLE 281: SERVICE DEBTOR AGE ANALYSIS**

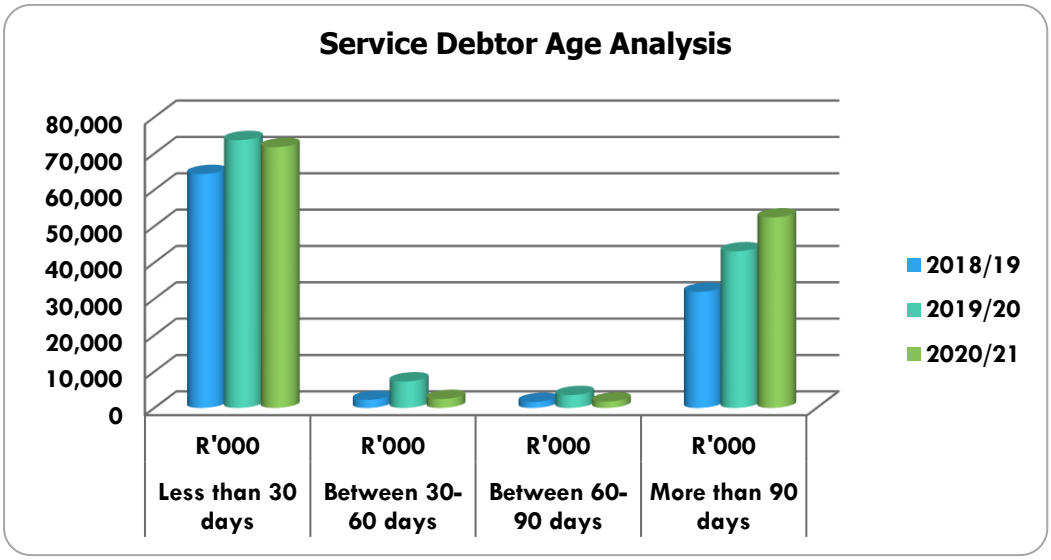



**FIGURE 23: SERVICE DEBTORS AGE ANALYSIS FOR THE 2018/19, 2019/20 AND 2020/21 FINANCIAL YEARS**

## 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 2018/19 – 2020/21 R' 000 | | | |
|---|---|---|---|
| **Instrument** | **2018/19** | **2019/20** | **2020/2021** |
| **Municipality** | | | |
| Long-Term Loans (annuity/reducing balance) | 362,658 | 376,933 | 384,357 |
| Long-Term Loans (non-annuity) | 100,000 | 100,000 | 100,000 |

| Actual Borrowings 2018/19 – 2020/21 | | | |
|---|---|---|---|
| R' 000 | | | |
| **Instrument** | **2018/19** | **2019/20** | **2020/2021** |
| 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** | **462,658** | **476,933** | **484,357** |

**TABLE 282: ACTUAL BORROWINGS**

## 5.13.2 Municipal Investments

| Actual Investments 2018/19 - 2020/21 | | | |
|---|---|---|---|
| R' 000 | | | |
| | **2018/19** | **2019/20** | **2020/21** |
| **Investment* type** | **Actual** | **Actual** | **Actual** |
| **Municipality** | | | |
| Securities - National Government | | | |
| Listed Corporate Bonds | | | |
| Deposits - Bank | 409,200 | 510,243 | 410,241 |
| Deposits - Public Investment Commissioners | | | |
| Deposits - Corporation for Public Deposits | | | |
| Bankers Acceptance Certificates | | | |
| Negotiable Certificates of Deposit - Banks | | | |
| Guaranteed Endowment Policies (sinking) | 50,524 | 46,515 | 54,278 |
| Repurchase Agreements - Banks | | | |
| Municipal Bonds | | | |
| Investo Endowment Certificate | | | |
| **Municipality Total** | **459,723** | **556,758** | **464,519** |
| T5.10.4 | | | |

**TABLE 283: MUNICIPAL INVESTMENTS**

## 5.13.3 Declaration of Loans and Grants made by the Municipality

| Declaration of Loans and Grants made by the municipality: 2020/21 | | | | | |
|---|---|---|---|---|---|
| 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 | | |
| | | | 2020/21 | 2019/20 | 2021/22 |
| Maatskaplike Dienste Hermanus | Grant-in-aid | None | | | – |
| Overstrand Association for People with Disabilities | Grant-in-aid | None | – | 35 | – |
| Ikamva | Grant-in-aid | None | | | – |
| Whale Coast Conservation | Grant-in-aid | None | – | 30 | – |
| Hermanus Botanical Society | Grant-in-aid | None | – | 7 | – |
| Kleimond Child Welfare | Grant-in-aid | None | – | 50 | – |
| Overstrand Hospice | Grant-in-aid | None | | | – |
| Hangklip Community Care Centre | Grant-in-aid | None | | | – |
| Recycle Swop Shop | Grant-in-aid | None | – | 29 | – |
| Siyazama Service Centre for the Aged | Grant-in-aid | None | | | – |
| Overberg Wheelchair Association | Grant-in-aid | None | | | |
| Overstrand Arts | Grant-in-aid | None | | | |
| National Sea Rescue Institute | Grant-in-aid | None | | | |
| 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 | – |
| Stanford Animal welfare | Grant-in-aid | None | | | |
| Flower Valley Conservation Trust | Grant-in-aid | None | | | |
| Kids @ the Centre | Grant-in-aid | None | | | |
| Strandlopertjie Bewaarskool | Grant-in-aid | None | | | |
| Narrative Foundation | Grant-in-aid | None | | | |
| Camphill Farm Community | Grant-in-aid | None | – | 50 | – |
| Pearly Shell Service Centre | Grant-in-aid | None | | | |
| RDP Training Centre | Grant-in-aid | None | | | |
| Hermanus Night Shelter | Grant-in-aid | None | | | |
| 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 | – |
| Dyer Island Conservation Trust | Grant-in-aid | None | – | 50 | – |

| Declaration of Loans and Grants made by the municipality: 2020/21 | | | | | |
|---|---|---|---|---|---|
| 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 | | |
| | | | 2020/21 | 2019/20 | 2021/22 |
| 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 | – |
| Overberg Aquatic Club | | | – | | |
| Franskraal Bowling Club | | | – | 21 | – |
| 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 | – |
| Hermanus Rainbow Trust | | | | | |
| Exclude tourism grants | | | | | |
| ** Loans/Grants - whether in cash or in kind*<br><br>*No Grant in Aid allocation for 2020/2021 and 2021/2022* | | | | | |

**TABLE 284: 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 2020/21

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 and subsequently revised during 2020/2021.

Of importance to note is that the Budget Steering Committee gave effect to stringent cost containment restrictions over the past number of 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 2019/20

### 6.1 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 285: 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 286: AG REPORT ON SERVICE DELIVERY PERFORMANCE 2019/20**

## COMPONENT B: AUDITOR GENERAL OPINION 2020/21

### 6.2 Auditor General Report 2020/21

| Auditor-General Report on Financial Performance 2020/21 | |
|---|---|
| **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 287: AG REPORT ON FINANCIAL PERFORMANCE 2020/21**

| Auditor-General Report on Service Delivery Performance: 2020/21 | |
|---|---|
| **Audit Report Status:** | **Unqualified (Clean Audit)** |
| **Non-Compliance Issues** | **Remedial Action Taken** |

| Auditor-General Report on Service Delivery Performance: 2020/21 |
| --- |
| 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 288: AG REPORT ON SERVICE DELIVERY PERFORMANCE 2020/21**

# APPENDICES

## Appendix A: Councillors, Committees Allocated and Council Attendance

| Councillors, Committees Allocated and Council Attendance- 2020/21 | | | | | |
|---|---|---|---|---|---|
| **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 | 90 | 100 |
| D Botha | PT | Infrastructure & Planning | Ward 7 DA | 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 | 90 | 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 | 80 | 100 |
| V Macotha | PT | Protection Services (until Sep 2020) | Ward 12 ANC | 67 | 100 |
| M Mahana | PT | Protection Services (since Feb 2021) | Ward 12 Land Party | 100 | - |
| C May | PT | Economic Development & Tourism and Community Services | Proportional DA | 100 | - |

| Councillors, Committees Allocated and Council Attendance- 2020/21 | | | | | |
|---|---|---|---|---|---|
| **Council Members** | **Full Time / Part Time** | **Committees Allocated** | ***Ward and/ or Party Represented** | **Percentage Council Meetings Attendance** | **Percentage Apologies for non-attendance** |
| | **FT / PT** | | | % | % |
| B Molefe | PT | Finance | Proportional EFF | 9092 | 100 |
| X Msweli | PT | Finance | Ward 1 ANC | 100 | - |
| L Ntsabo | PT | Finance | Proportional DA | 100 | - |
| R Nutt | PT | Finance and Management Services | Proportional DA | 90 | 100 |
| H Morgan | PT | Management Services | Proportional DA | 100 | - |
| V Pungupungu | PT | Community Services and Infrastructure & Planning | Ward 5 ANC | 100 | - |
| C Resandt | PT | Protection Services and Economic Development & Tourism | Proportional DA | 100 | - |
| M Sapepa | PT | Management Services | Ward 6 ANC | 100 | - |
| C Tafo-Nwonkwo | PT | Protection Services | Proportional ANC | 90 | 100 |
| S Tebele | PT | Finance and 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** |
| | |
| Municipal Public Accounts Committtee (MPAC) | To recover unauthorised, irregular or fruitless and wasteful expenditure from the person liable for that expenditure.<br><br>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** | **Dean O'Neill** |
| 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** |

| Third Tier Structure | |
|---|---|
| LED | Manager - Xolile Kosi |
| 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 |

| MUNICIPAL FUNCTIONS | Function Applicable to Municipality (Yes / No)* |
|---|---|
| **Constitution Schedule 5, Part B functions:** | |
| Billboards and the display of advertisements in public places | Yes |
| Cemeteries, funeral parlors and crematoria | Yes |
| Cleansing | Yes |
| Control of public nuisances | Yes |
| Control of undertakings that sell liquor to the public | Yes |
| Facilities for the accommodation, care and burial of animals | Yes |
| Fencing and fences | Yes |
| Licensing of dogs | Yes |
| Licensing and control of undertakings that sell food to the public | Yes |
| Local amenities | Yes |
| Local sport facilities | Yes |
| Markets | Yes |
| Municipal abattoirs | Yes |
| Municipal parks and recreation | Yes |
| Municipal roads | Yes |
| Noise pollution | Yes |
| Pounds | Yes |
| Public places | Yes |
| Refuse removal, refuse dumps and solid waste disposal | Yes |
| Street trading | Yes |
| Street lighting | Yes |
| Traffic and parking | Yes |
| **** If municipality: indicate (yes or No); * If entity: Provide name of entity*** | |

## Appendix E: Functionality of Ward Committees

| Functionality of Ward Committees: 2020/21 | | | | | |
|---|---|---|---|---|---|
| **Ward Name (Number)** | **Name of Ward Councillor and elected Ward committee members** | **Committee established (Yes / No)** | **Number of monthly Committee meetings held during the year** | **Number of monthly reports submitted to Speakers Office on time** | **Number of quarterly public ward meetings held during year** |
| **WC 01** | **Cllr Xolani Msweli** | **Yes** | **5** | **9** | **4** |

| Functionality of Ward Committees: 2020/21 | | | | | |
|---|---|---|---|---|---|
| **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** |
| | André Wagener | | | | |
| | Archibald Chambers | | | | |
| | Edwin de Kock | | | | |
| | Phumla Margaret Yawa | | | | |
| | Mthuthuzeli Foto | | | | |
| | Zwelandile Duna | | | | |
| | Ms Dorah Siduka | | | | |
| | Elias Zihlalele Msopi | | | | |
| | Sibulelo Mphetsheni | | | | |
| | Siyabonga Mjokweni | | | | |
| **WC 02** | **Cllr Riana De Coning** | **Yes** | **5** | **9** | **4** |
| | Tania Lourens | | | | |
| | R M du Plessis | | | | |
| | Marius van der Merwe | | | | |
| | Hermanus Johannes van Dyk (Manie) | | | | |
| | Glenda Sharon Kitley | | | | |
| | Me. Jo-Anne Lewis | | | | |
| | Julia Lily Barlow | | | | |
| | Nico Naudé(MD) | | | | |
| | Samuel Norman Sauls | | | | |
| | Francia van Dyk | | | | |
| **WC 03** | **Cllr Kari Brice** | **Yes** | **5** | **9** | **4** |
| | Mary-Ann Verster | | | | |
| | Anina Lee | | | | |
| | Brian Wridgway | | | | |
| | Derek William Duckitt | | | | |
| | Shane Sauvage | | | | |
| | Gideon Serfontein | | | | |
| | John Cowan | | | | |
| | Bridgitte Sabbe | | | | |

| Functionality of Ward Committees: 2020/21 | | | | | |
|---|---|---|---|---|---|
| **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** |
| | Kijl Resandt | | | | |
| | Helena Johanna Herholdt | | | | |
| **WC 04** | **Ald. Anton Coetsee** | **Yes** | **5** | **9** | **4** |
| | Florence Cupido | | | | |
| | Lizette Spandiel | | | | |
| | Trevor Williams | | | | |
| | Maria Pieterse | | | | |
| | Deon de Kock | | | | |
| | Simon Janse van Vuuren | | | | |
| | Anthony Steneveld | | | | |
| | Trevor Titus | | | | |
| | Willem Thompson | | | | |
| **WC 05** | **Cllr Valerie Pungupungu** | **Yes** | **5** | **9** | **4** |
| | Thobeka Veleka | | | | |
| | Patricia Moshesh | | | | |
| | Morris Thukwayo | | | | |
| | Ntombizanele Sapepa | | | | |
| | Regina Ndawule | | | | |
| | Sibusiso Makunga | | | | |
| | Thenjiwe Mavata | | | | |
| | Lulama Kamana | | | | |
| | Nomama Ncapayi | | | | |
| | Nolusindiso Mjiwa | | | | |
| **WC 06** | **Ald. Michelle Sapepa** | **Yes** | **5** | **9** | **4** |
| | Nokuzola Mcinjane | | | | |
| | Mzikayise Damesi | | | | |
| | Vusumzi Tshona | | | | |
| | Sinethemba Zwelifile | | | | |
| | Thelma Nondala | | | | |
| | Xolani Gilikindla | | | | |
| | Ntombekhaya Sinoko | | | | |
| | Fuzile Bhangazana | | | | |

| Functionality of Ward Committees: 2020/21 | | | | | |
|---|---|---|---|---|---|
| **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** |
| | Xolile Sitshixo | | | | |
| | Manetho Mlombi | | | | |
| **WC 07** | **Cllr David Botha** | **Yes** | **5** | **9** | **4** |
| | Willem Christian Gerber Marais | | | | |
| | Sarel Oberholzer | | | | |
| | Robert van der Merwe | | | | |
| | Cornelis Lambertus Gerhardus vd Coolwijk | | | | |
| | Jacobus Albertus Vorster Le Roux | | | | |
| | Rita Gerber | | | | |
| | Hendrik Jacobus Johannes Lombard | | | | |
| | Pierre Louis Le Roux | | | | |
| | Georgina Willemine Geldenhuys | | | | |
| | Deon Beukes | | | | |
| **WC 08** | **Cllr Elnora Gillion** | **Yes** | **5** | **9** | **4** |
| | Isai Benjamin Claasen | | | | |
| | Garda Williams | | | | |
| | Robert Anton McDavid | | | | |
| | Thomas Swarts | | | | |
| | Julius Booysen | | | | |
| | Vacant | | | | |
| | Felicity Siljeur | | | | |
| | Denvid Christy Adams | | | | |
| | Mike Austin | | | | |
| | Dave Hugo | | | | |
| **WC 09** | **Cllr Grant Cohen** | **Yes** | **5** | **9** | **4** |
| | Johannes de Clerk | | | | |
| | Charles Swartz | | | | |
| | Elizabeth Hauptfleisch | | | | |
| | Thomas Snibbe | | | | |
| | Johan Carstens | | | | |
| | Botha Maree | | | | |
| | Chris Harding | | | | |

| Functionality of Ward Committees: 2020/21 | | | | | |
|---|---|---|---|---|---|
| **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** |
| | Derek Adonis | | | | |
| | Mike Botha | | | | |
| | Cornette Hull | | | | |
| **WC 10** | **Cllr Fanie Krige** | **Yes** | **5** | **9** | **4** |
| | Hilgard Muller | | | | |
| | Susanna Botha | | | | |
| | Theresa Els | | | | |
| | Mary Hull | | | | |
| | Melvin Jooste | | | | |
| | Elmarie Strydom | | | | |
| | Willem Steyn | | | | |
| | Bangikhaya Mantshinga | | | | |
| | Ellsworth October | | | | |
| | Andrew Martin | | | | |
| **WC 11** | **Ald Dudley Coetzee** | **Yes** | **5** | **9** | **4** |
| | Cllr A Komani | | | | |
| | Coleen Emmenis | | | | |
| | Gideon Joubert | | | | |
| | Henry Dyers | | | | |
| | David Hagan | | | | |
| | Louis Roodt | | | | |
| | Hein Vollgraaff | | | | |
| | Jenny October | | | | |
| | Zodwa Zawula | | | | |
| | Vivian Burton-Moore | | | | |
| | Vacant | | | | |
| **WC 12** | **Cllr Michael Mhana** | **Yes** | **5** | **9** | **4** |
| | Zwelethemba Patrein | | | | |
| | Ntembiso Bulawa | | | | |
| | Vuyiswa Khuse | | | | |
| | Akhona Jakuja | | | | |
| | Nomthandazo Gcilitshane | | | | |
| | Siyabulela Vonco | | | | |

| Functionality of Ward Committees: 2020/21 | | | | | |
|---|---|---|---|---|---|
| **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** |
| | Nobelungu Mpemba | | | | |
| | Noluviwo Nkoanyane | | | | |
| | Noluthando Mtyibilisi | | | | |
| | Masibongwe Sihlahla | | | | |
| **WC 13** | **Cllr Jean Orban** | **Yes** | **5** | **9** | **4** |
| | Hendrik Johannes Greeff | | | | |
| | Ann Bown | | | | |
| | Ann Droomer | | | | |
| | Henry William (Duncan) Heard | | | | |
| | Eric Larsen | | | | |
| | Deon van der Kooi | | | | |
| | Mathys Pretorius van as Sutherland | | | | |
| | Caroline Gabb | | | | |
| | Theo Agenbag | | | | |
| | Johan Prinsloo | | | | |

## Appendix F 1: Capital Projects: Seven Largest in 2020/21

| Capital Projects: Seven Largest in 2020/21 (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 | 01/07/2020 | 30/06/2021 | 46,271,131 |
| 2 | Hermanus New Waste Management Facility | 01/07/2020 | 30/06/2021 | 15,021,636 |
| 3 | Water Master Plan Implementation | 01/07/2020 | 30/06/2021 | 4,189,532 |
| 4 | New 4ml Reservoir | 01/07/2020 | 30/06/2021 | 8,995,664 |
| 5 | Upgrade Hermanus Well Fields Phase 1 | 01/07/2020 | 30/06/2021 | 3,808,238 |
| 6 | New Reservoir for Pringle Bay | 01/07/2020 | 30/06/2021 | 7,071,014 |
| 7 | Kleinmond - Sewer Network Extension | 01/07/2020 | 30/06/2021 | 3,621,556 |
| | | | | 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 2020/21** |
| | **GREATER GANSBAAI AREA- WARDS 1, 2, 11** | |
| | **WARD 1** | |
| 1 | Churches – Land (Masakhane) | Process for identifying suitable land is still in progress |
| 2 | Training/Driver's Licence | Offices refurbished and ready for use. Waiting on Province for necessary equipment for persons to obtain learner drivers'licence. |
| 3 | Franskraal stormwater (ad hoc) | Stormwater issues was addressed and project is completed. |
| 4 | Masakhane stormwater (ad hoc) | A bulk stormwater retention pond was erected and the project is completed. |
| | **WARD 2** | |
| 5 | New Sidewalks (De Kelders, Perlemoenbaai, Gansbaai, Blompark, Kleinbaai) | Sidewalks was upgraded and kerbing was installed. |
| 6 | Gansbaai All - Stormwater (ad hoc) | Stormwater issues was addressed and project is completed. |
| 7 | Gansbaai Community Sportsground Safety Fencing | |
| 8 | Gansbaai All – Extension sewer reticulation (MIG) | Bulk sewer network infrastructure was upgraded. |
| | **WARD 11** | |
| 9 | Baardskeerdersbos, Thembelihle – Stormwater (ad hoc) | Stormwater channels was erected in Protea Street, Baardskeerdersbos and kerbs to address the stormwater problem was installed in Thembelihle. |
| 10 | Pearly Beach, Eluxolweni – Tarring municipal streets | The resealing of streets was completed. |
| 11 | Housing (Buffeljachts) | No funding could be secured to address the need. |
| 12 | Stanford – Riverfront Development | |
| | | |
| | | |
| | **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 |
| 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 |

| Top Four Service Delivery Priorities for Ward (Highest Priority First) | | |
|---|---|---|
| **No.** | **Priority Name and Detail** | **Progress During 2020/21** |
| | **KLEINMOND/HANGKLIP AREA WARDS 9 & 10** | |
| | **WARD 9** | |
| 1 | Waterpipe replacement | Progress has been slow due to procurement challenges early in the project implementation phase. |
| 2 | Sewerage network extension | .<br>The bulk of the budget has been spent |
| 3 | Installation of safety cameras | Good progress has been made with setting up the backbone |
| 4 | Speed calming measures | The bulk of the budget has been spent |
| | | |
| | **WARD 10** | |
| 6 | New reservoir for Pringle Bay | Completed |
| 7 | Overhills Storm water Network | Completed. |
| 8 | Stormwater Channeling | The projects in the targeted areas have been completed. |
| 9 | Upgrading of roads | The paving of Anemone Road in Rooiels has been completed. |

## Appendix G: Municipal Joint Audit and Performance Audit Committee Recommendations

| Municipal Audit Committee Recommendations | | |
|---|---|---|
| **Date of Committee** | **Committee recommendations during 2020/2021** | **Recommendations adopted (enter Yes) If not adopted (provide explanation)** |
| **25 August 2020 Special JAPAC meeting** | That cognizance be taken of the content of the draft Annual Financial Statements for the year ended 30 June 2020 and that satisfactory responses were received from the CFO and the Finance team on questions/ comments raised by the JAPAC thereto. | Yes |
| | | |
| **27 October 2020** | **JAPAC - Item 6.1:** The JAPAC noted the Budget Statement Report: Fourth Quarter (April 2020 – June 2020) for the financial year 2019/20. | Yes |
| | **JAPAC - Item 6.2.1:** The JAPAC noted the reports on SDBIP: Fourth Quarter (April 2020 – June 2020) for the financial year 2019/2020. | Yes |
| | **JAPAC - Item 6.3:** The JAPAC noted the Debt Collection Report: as at 30 September 2020 for the financial year 2020/21. | 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 18 September 2020 for the financial year 2020/21. | Yes |
| | **JAPAC - Item 6.6: The** JAPAC noted with concern the reports from Risk Management as there was no adequate update in respect of Risk Management reports. | Yes |

| Municipal Audit Committee Recommendations | | |
|---|---|---|
| **Date of Committee** | **Committee recommendations during 2020/2021** | **Recommendations adopted (enter Yes) If not adopted (provide explanation)** |
| | **JAPAC - Item 6.7:** The JAPAC noted the Gift Register and its content. | Yes |
| | **JAPAC - Item 7.1:** The JAPAC noted the 1st CAE status report. | Yes |
| | **JAPAC - Item 8.1:** The JAPAC noted the report relating to Predetermined Objectives (PDO's): Fourth Quarter (April 2020 – June 2020) for the financial year 2019/2020. | Yes |
| | **JAPAC - Item 8.2:** The JAPAC noted the report relating to Key Controls Assessment Bi-annual review (01 January 2020 – 30 June 2020) for the financial year 2019/2020. | Yes |
| | **JAPAC - Item 8.3:** The JAPAC noted the report relating to Follow-up re Theft and Vandalism | Yes |
| | **JAPAC - Item 9:** The CAE stated that during the next week, IAS will focus on part B section of the audit tracking register i.e., agreed actions/ recommendations not implemented yet to verify if those actions have been implemented. | Yes |
| | **JAPAC – Item 11:** The outgoing Municipal Manager, Mr C Groenewald, shared his final words and goodbye with the JAPAC, thanking and commending his colleagues, including the Mayor and his council, for their hard work and dedication, stating that the Overstrand Municipality is what it is today because of them.<br>The JAPAC members also shared their farewell regards with the MM, stating that working with the MM was a pleasure and congratulated the MM on the job well-done. The MM noted the regards with appreciation. | Yes |
| | | |
| **24 February 2021** | **JAPAC - Item 7.1.1:** The JAPAC noted the Budget Statement Report: First Quarter (July 2020 – September 2020) for the financial year 2020/21. | Yes |
| | **JAPAC - Item 7.1.2:** The JAPAC noted the Budget Statement Report: Second Quarter (October 2020 – December 2020) for the financial year 2020/21. | Yes |
| | **JAPAC - Item 7.2.1:** The JAPAC noted the report on SDBIP: First Quarter (July 2020 – September 2020). | Yes |
| | **JAPAC - Item 7.2.2:** The JAPAC noted the report on SDBIP: Second Quarter (October 2020 – December 2020) for the financial year 2020/21<br><br>The JAPAC commended the management for being on track in terms of service delivery to the community and has urged the management to continue working towards closing the gaps on the KPI's that were not met in the previous quarters but highlighting that the issue of working and having to deliver under these challenging times cannot be easy and maintaining this momentum will be challenging, and that this is the issue that will need to be considered going forward. | Yes |
| | **JAPAC - Item 7.3:** The JAPAC noted the Debt Collection Report: as at 31 December 2020 for the financial year 2020/21. | Yes |
| | **JAPAC - Item 7.4:** The JAPAC noted the Creditors Report: as at 31 December 2020 for the financial year 2020/21 | Yes |
| | **JAPAC - Item 7.5:** The JAPAC noted the Audit Action Plan as at 21 January 2021 for the financial year 2020/21. | Yes |
| | **JAPAC - Item 7.6:** The JAPAC noted all the reports from Risk Management Unit. | Yes |
| | **JAPAC - Item 8.1:** The JAPAC noted the 2nd CAE status report. | Yes |

| Municipal Audit Committee Recommendations | | |
|---|---|---|
| **Date of Committee** | **Committee recommendations during 2020/2021** | **Recommendations adopted (enter Yes) If not adopted (provide explanation)** |
| | **JAPAC - Item 9.1:** The JAPAC noted the report relating to Predetermined Objectives (PDO's): First Quarter (July 2020 – September 2020) for the financial year 2020/21. | Yes |
| | **JAPAC - Item 9.2:** The JAPAC noted the report relating to Predetermined Objectives (PDO's): Second Quarter (October 2020 – December 2020) for the financial year 2020/21. | Yes |
| | **JAPAC - Item 9.3:** The JAPAC noted the report relating to Key Controls Assessment Bi-annual review (01 July 2020 – 31 December 2020) for the financial year 2020/21. | Yes |
| | **JAPAC - Item 9.4:** The JAPAC noted the report relating to mSCOA Implementation Review (01 July 2020 – 31 December 2020) for the financial year 2020/21. | Yes |
| | **JAPAC - Item 9.5:** The JAPAC noted the report relating to Combined Assurance (Bi-Annual) 1 for the financial year 2020/21. | Yes |
| | **JAPAC - Item 9.6:** The JAPAC noted the report relating to Follow-up *re* Armed Robberies (Susceptibility of armed robberies at municipal buildings). | Yes |
| | **JAPAC – Item 10:** The JAPAC noted the Audit Finding(s) Tracking Register. | Yes |
| | | |
| **28 April 2021** | **JAPAC - Item 7.1.1:** The JAPAC noted the verbal presentation of the budget statement report: Third quarter (January 2021 – March 2021) for the financial year 2020/21. | Yes |
| | **JAPAC - Item 7.2:** The JAPAC noted the verbal report on SDBIP: Third quarter (January 2021 – March 2021) for the financial year 2020/21. | Yes |
| | **JAPAC - Item 7.3:** The JAPAC noted the Debt Collection Report and Process as at 31 March 2021 for the financial year 2020/21. | Yes |
| | **JAPAC - Item 7.4:** The JAPAC noted the Creditors Report: as at 31 March 2021 for the financial year 2020/21 | Yes |
| | **JAPAC - Item 7.5:** The JAPAC noted the Audit Action Plan as at 24 March 2021 for the financial year 2020/21. | Yes |
| | **JAPAC - Item 7.6:** The JAPAC noted all the reports from Risk Management Unit. | Yes |
| | **JAPAC - Item 7.7:** The MM confirmed that none from the management received the gift, and the Mayor confirmed that no other Councillor received a gift other than him as indicated on the gift register. | Yes |
| | **JAPAC - Item 8.1:** The JAPAC noted the 3rd CAE status report. | Yes |
| | **JAPAC - Item 9.1:** The JAPAC noted the report relating to Predetermined Objectives (PDO's): Third Quarter (January 2021 – March 2021) for the financial year 2020/21. | Yes |
| | **JAPAC - Item 9.2:** The JAPAC noted the report relating to Combined Assurance 2nd BI-Annual Review for the financial year 2020/21. | Yes |
| | **JAPAC - Item 9.3:** The JAPAC noted the report relating to Evaluating Risk Management Process for the financial year 2020/21. | Yes |
| | **JAPAC - Item 9.4:** The JAPAC noted the report relating to Division of Revenue Act for the financial year 2020/21. | Yes |

| Municipal Audit Committee Recommendations | | |
|---|---|---|
| **Date of Committee** | **Committee recommendations during 2020/2021** | **Recommendations adopted (enter Yes) If not adopted (provide explanation)** |
| | **JAPAC - Item 10:** The JAPAC noted the Audit Finding(s) Tracking Register. | Yes |
| | | |
| **26 May 2021** | **JAPAC - Item 5:** It was agreed that the JAPAC is going to wait for the outcome of the discussion/ engagement between IAS and management which will be presented in the next JAPAC meeting that will be held on the 18th of June 2021. | Yes |
| | | |
| **18 June 2021** | **JAPAC - Item 5.1:** The JAPAC resolved that the Operational Risk Based Audit Plan & Internal Audit Program for the financial period 2021/ 2022 be approved. | Yes |
| | | |

## Appendix H 1 – Long Term Contracts (20 largest contracts)

| Long Term Contracts (20 Largest Contracts entered into 2020/21) | | | | | |
|---|---|---|---|---|---|
| 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** |
| Actophambili Roads (Pty) Ltd | Reseal, upgrading and rehabilitation of roads | 08/01/2021 | 30/06/2023 | T Steenberg | R26 410 339.63 |
| Asla Konstruksie (Edms) Bpk | Construction of sewer pipelines | 31/12/2020 | 30/11/2022 | Hanre B | R11 228 264.32 |
| Wbho Construction (Pty) Ltd | Construction of water pipelines | 26/02/2021 | 30/06/2023 | Hanre B | R7 959 568.77 |
| Sr Civil Contractors (Pty) Ltd | Construction of stormwater infrastructure | 06/10/2020 | 30/06/2021 | D Hendricks | R5 638 632.09 |
| Jocastro (Pty) Ltd | Electrical items to municipal stores | 31/12/2020 | 30/06/2023 | C Roets | R5 470 499.51 |
| Powercomm Solutions (Pty) Ltd | Electrical items for municipal stores | 31/12/2020 | 30/06/2023 | C Roets | R4 842 639.30 |
| Benver Civils and Plant Hire Cc | Construction of pumpstation | 04/12/2020 | 30/06/2021 | D Hendricks | R4 653 836.77 |
| Zelpy 1117 Cc | Construction of stormwater infrastructure | 06/10/2020 | 30/06/2021 | D Hendricks | R3 731 243.21 |

| Long Term Contracts (20 Largest Contracts entered into 2020/21) | | | | | |
|---|---|---|---|---|---|
| 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** |
| Universal Trading | Supply and delivery of plumbing material | 03/12/2021 | 30/06/2023 | C Roets | R3 472 315.47 |
| Masete Nong Construction Cc | Construction of industrial business hub in Hawston | 26/08/2020 | 30/06/2021 | D Hendricks | R3 328 603.01 |
| Ohlson Civil and Building Contractors (Pty) Ltd | Upgrade of stormwater systems in Hangklip area | 04/12/2020 | 30/06/2021 | D Vanrhodie | R3 263 008.23 |
| Adenco Construction (Pty) Ltd | Installation & repair of flood lights | 08/01/2021 | 30/06/2021 | T Marx | R1 994 677.83 |
| Mazemane Trading and Projects (Pty) Ltd | Construction of concrete palisade fencing | 31/12/2020 | 30/06/2021 | C Mitchell | R1 764 972.28 |
| Overstrand Community Lifeguards Cc | Lifeguard services | 04/12/2020 | 30/06/2022 | A Wyngaard | R1 751 810.60 |
| Caf Contractor | Supply and installation of high risk perimeter fencing | 23/10/2020 | 30/11/2020 | D Vanrhodie | R1 623 473.77 |
| Integral Laboratories (Pty) Ltd | Provision of laboratory services | 01/07/2020 | 30/06/2023 | Hanre B | R1 293 892.58 |
| Greenro Solutions (Pty) Ltd | Electrical items to municpal stores | 31/12/2020 | 30/06/2023 | C Roets | R1 286 630.18 |
| Memotek Trading Cc | Supply and delivery of wheelie bins, hardware, paint and lubricants | 01/08/2018 | 30/06/2021 | C Roets | R1 120 713.98 |
| J And H Protective Clothing (Pty) Ltd | Supply and delivery protective clothing | 10/02/2021 | 30/06/2023 | Lester Smith | R1 039 942.13 |
| Wapipa Construction (Pty) Ltd | Cleaning services | 29/07/2020 | 30/06/2022 | A Wyngaard | R926 201.40 |

| Public Private Partnerships Entered into 2020/21 | | | | | |
|---|---|---|---|---|---|
| R' 000 | | | | | |
| **Name and Description of Project** | **Name of Partner(s)** | **Initiation Date** | **Expiry date** | **Project manager** | **2020/21** |
| NONE | | | | | |
| | | | | | T H.2 |

## Appendix I: Municipal Entity/Service Provider Performance Schedule

| 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)** |
| Refer to pages 115 – 161 in this 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 2019/20 | Current Year: 2020/21 | | | 2020/21 Variance | |
| | Actual | Original Budget | Adjusted Budget | Actual | Original Budget | Adjustments Budget |
| Vote 1 - Council | 30,091 | 17,732 | 38,689 | 38,321 | 53.7% | -1.0% |
| Vote 2 - Municipal Manager | 36 | – | – | – | #DIV/0! | #DIV/0! |
| Vote 3 - Management Services | 1,189 | 1,416 | 3,157 | 2,570 | 44.9% | -22.9% |
| Vote 4 - Finance | 299,058 | 309,162 | 305,004 | 309,361 | 0.1% | 1.4% |
| Vote 5 - Community Services | 585,515 | 539,510 | 558,883 | 585,823 | 7.9% | 4.6% |
| Vote 6 - Economic and Social Development & Tourism | 32,797 | 39,830 | 48,375 | 16,277 | -144.7% | -197.2% |
| Vote 7 - Infrastructure & Planning | 2,914 | 4,663 | 7,930 | 3,860 | -20.8% | -105.5% |
| Vote 8 - Protection Services | 378,350 | 375,179 | 385,270 | 395,572 | 5.2% | 2.6% |
| **Total Revenue by Vote** | **1,329,949** | **1,287,492** | **1,347,308** | **1,351,784** | **4.8%** | **0.3%** |
| *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 2019/20 | Year 2020/21 | | | Year 2020/21 Variance | |
| | Actual | Original Budget | Adjustments Budget | Actual | Original Budget | Adjustments Budget |
| Property rates | 240,910 | 262,551 | 259,241 | 261,222 | -0.5% | 0.8% |
| Service Charges - electricity revenue | 415,960 | 386,294 | 433,294 | 442,792 | 12.8% | 2.1% |
| Service Charges - water revenue | 133,037 | 128,520 | 128,520 | 131,113 | 2.0% | 2.0% |

| Revenue Collection Performance by Source | | | | | | |
|---|---|---|---|---|---|---|
| R '000 | | | | | | |
| Description | Year 2019/20 | Year 2020/21 | | | Year 2020/21 Variance | |
| | Actual | Original Budget | Adjustments Budget | Actual | Original Budget | Adjustments Budget |
| Service Charges - sanitation revenue | 80,925 | 78,913 | 78,913 | 87,094 | 9.4% | 9.4% |
| Service Charges - refuse revenue | 68,256 | 69,482 | 69,482 | 72,198 | 3.8% | 3.8% |
| Service Charges - other | | – | – | – | | |
| Rentals of facilities and equipment | 5,735 | 7,808 | 7,808 | 5,034 | -55.1% | -55.1% |
| Interest earned - external investments | 48,172 | 31,400 | 26,400 | 30,505 | -2.9% | 13.5% |
| Interest earned - outstanding debtors | 5,014 | 4,673 | 4,650 | 4,244 | -10.1% | -9.6% |
| Dividends received | | – | – | – | 0.0% | 0.0% |
| Fines | 18,211 | 29,564 | 29,564 | 1,095 | -2599.2% | -2599.2% |
| Licences and permits | 1,975 | 2,385 | 2,385 | 2,227 | -7.1% | -7.1% |
| Agency services | 4,376 | 4,912 | 6,412 | 6,164 | 20.3% | -4.0% |
| Transfers recognised - operational | 123,140 | 131,840 | 150,774 | 140,895 | 6.4% | -7.0% |
| Other revenue | 139,226 | 109,843 | 92,450 | 98,518 | -11.5% | 6.2% |
| Fair value adjustments | 3,890 | 7,000 | 10,500 | 7,545 | 0.0% | 0.0% |
| **Total Revenue (excluding capital transfers and contributions)** | **1,288,828** | **1,255,185** | **1,300,392** | **1,290,646** | **2.7%** | **-0.8%** |
| *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 - 2020/21 | | | | | | |
|---|---|---|---|---|---|---|
| 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 |

| Conditional Grants: excluding MIG - 2020/21 | | | | | | |
|---|---|---|---|---|---|---|
| R' 000 | | | | | | |
| Details | Budget | Adjust-ments Budget | Actual | Variance | | Major conditions applied by donor |
| | | | | Budget | Adjustments Budget | |
| Integrated National Electrification | 8,000 | 6,000 | 6,000 | -25.0% | 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 | 2,500 | 2,500 | 2,500 | 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 | 7,651 | 7,651 | 7,651 | 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 | 75 | 188 | 188 | 100.0% | 0.0% | To provide financial assistance to municipalities to cover the operational costs pertaining to the line functions of the community development workers including regional coordinators. |
| Construction Contracts | 90,223 | 72,830 | 70,280 | -22.1% | -3.5% | To provide funding for the creation of sustainable human settlements |
| Main Road subsidy | 145 | 145 | 145 | 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 | – | – | – | #DIV/0! | #DIV/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 | – | 750 | 750 | 100.0% | 0.0% | To assist with the provision of public transport facilities in rural communities |
| Municipal Service Delivery and Capacity Building Grant | – | – | – | #DIV/0! | #DIV/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 |

| Conditional Grants: excluding MIG - 2020/21 | | | | | | |
|---|---|---|---|---|---|---|
| R' 000 | | | | | | |
| Details | Budget | Adjust-ments Budget | Actual | Variance | | Major conditions applied by donor |
| | | | | Budget | Adjustments Budget | |
| Resourcing Funding for Establishment &Support of a K9 Unit | 2,200 | 3,570 | 1,638 | -25.5% | -54.1% | To provide resource funding for the establishment and support of a K9 unit. |
| Thusong Service Centre | – | 32 | 32 | #DIV/0! | 0.0% | To provide financial assistance to municipalities, ensuring the financial sustainability of the Thusong Service Centres. |
| Financial Management Capacity Building Grant | 401 | 680 | 376 | -6.3% | -44.7% | 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 | – | – | – | #DIV/0! | #DIV/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. |
| Financial Fire Service Capacity Building Grant | 732 | 732 | 732 | 0.0% | 0.0% | |
| Local Govt Support Grant | – | – | – | 0.0% | 0.0% | |
| Municipal Disaster Relief Grant | – | – | – | 0.0% | 0.0% | |
| **Total** | **113,477** | **96,627** | **91,842** | **-19.1%** | **-5.0%** | |
| ** 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 2019/20 | Year 2020/21 | | | Planned Capital expenditure | | |
| | Actual | Original Budget | Adjustment Budget | Actual Expenditure | FY + 1 | FY + 2 | FY + 3 |
| **Capital expenditure by Asset Class** | | | | | | | |
| **Infrastructure - Total** | **75,301** | **117,549** | **112,421** | **92,247** | **98,618** | **33,000** | **17,300** |

| Capital Expenditure - New Assets Programme* | | | | | | | |
|---|---|---|---|---|---|---|---|
| R '000 | | | | | | | |
| Description | Year 2019/20 | Year 2020/21 | | | Planned Capital expenditure | | |
| | Actual | Original Budget | Adjustment Budget | Actual Expenditure | FY + 1 | FY + 2 | FY + 3 |
| **Infrastructure: Road transport - Total** | 17,641 | 36,179 | 37,506 | 34,722 | 16,808 | 13,000 | 2,000 |
| *Roads, Pavements & Bridges* | 9,723 | 19,795 | 22,851 | 20,553 | 10,218 | 13,000 | 2,000 |
| *Storm water* | 7,918 | 16,384 | 14,655 | 14,169 | 6,590 | – | – |
| **Infrastructure: Electricity - Total** | 12,733 | 12,768 | 10,768 | 9,392 | 57,808 | 9,100 | 12,000 |
| *Generation* | | | | | – | – | – |
| *Transmission & Reticulation* | 12,733 | 12,768 | 10,768 | 9,392 | 57,808 | 9,100 | 12,000 |
| *Street Lighting* | | | | | | | |
| **Infrastructure: Water - Total** | 28,478 | 29,547 | 27,547 | 20,089 | 11,372 | 6,900 | – |
| *Dams & Reservoirs* | 18,550 | 18,017 | 18,017 | 15,728 | 11,372 | 6,900 | – |
| *Water purification* | 9,928 | | | – | | – | – |
| *Reticulation* | – | 11,530 | 9,530 | 4,361 | – | – | – |
| **Infrastructure: Sanitation - Total** | 14,869 | 20,576 | 18,536 | 12,940 | 9,368 | 4,000 | 3,300 |
| *Reticulation* | 9,907 | 20,576 | 18,536 | 12,940 | 9,368 | 4,000 | 3,300 |
| *Sewerage purification* | 4,961 | – | – | – | – | – | – |
| **Infrastructure: Other - Total** | 1,581 | 18,479 | 18,064 | 15,103 | 3,262 | – | – |
| *Waste Management* | 1,581 | 18,479 | 18,064 | 15,103 | 3,262 | – | – |
| *Transportation* | | | | | | | |
| *Gas* | | | | | | | |
| *Other* | | | | | – | | |
| | | | | | | | |
| **Community - Total** | **84,936** | **60,937** | **52,777** | **75,339** | **75,092** | **36,958** | **8,267** |
| Parks & gardens | 138,720 | 202 | 152 | 48,727 | – | – | – |
| Sportsfields & stadia | 1,888 | 50 | 50 | – | 7,481 | 500 | 5,000 |
| Swimming pools | – | – | – | – | – | – | – |
| Community halls | – | 26 | 26 | 22 | 110 | – | – |
| Libraries | – | 772 | 772 | 295 | 4,374 | – | – |

| Capital Expenditure - New Assets Programme* | | | | | | | |
|---|---|---|---|---|---|---|---|
| R '000 | | | | | | | |
| Description | Year 2019/20 | Year 2020/21 | | | Planned Capital expenditure | | |
| | Actual | Original Budget | Adjustment Budget | Actual Expenditure | FY + 1 | FY + 2 | FY + 3 |
| Recreational facilities | 1,142 | – | – | – | – | – | – |
| Fire, safety & emergency | 1,114 | – | – | – | – | – | – |
| Security and policing | – | – | – | – | – | – | – |
| Buses | – | – | – | – | – | – | – |
| Clinics | – | – | – | – | – | – | – |
| Museums & Art Galleries | – | – | – | – | – | – | – |
| Cemeteries | 207 | 1,292 | 1,292 | 1,232 | – | – | – |
| Social rental housing | 79,868 | 48,144 | 42,940 | 46,271 | 52,259 | 36,458 | 3,267 |
| Other | 578 | 10,451 | 7,546 | 27,470 | 10,868 | – | – |

*Table continued next page*

*Table continued from previous page*

| Capital Expenditure - New Assets Programme* | | | | | | | |
|---|---|---|---|---|---|---|---|
| R '000 | | | | | | | |
| Description | Year 2019/20 | Year 2020/21 | | | 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** | **3,917** | **5,850** | **6,026** | **1,625** | **7,511** | **840** | **840** |
| General vehicles | – | – | – | – | – | – | – |
| Specialised vehicles | | – | – | | – | | |

| Capital Expenditure - New Assets Programme* | | | | | | | |
|---|---|---|---|---|---|---|---|
| R '000 | | | | | | | |
| Description | Year 2019/20 | Year 2020/21 | | | Planned Capital expenditure | | |
| | Actual | Original Budget | Adjustment Budget | Actual Expenditure | FY + 1 | FY + 2 | FY + 3 |
| Plant & equipment | | | | | – | | |
| Computers - hardware/equipment | – | – | – | – | – | | |
| Furniture and other office equipment | 246 | 1,025 | 1,064 | 802 | 875 | 840 | 840 |
| Abattoirs | | | | | | | |
| Markets | | | | | | | |
| Civic Land and Buildings | | | | | | | |
| Other Buildings | | | | | | | |
| Other Land | – | | | – | | | |
| Surplus Assets - (Investment or Inventory) | | | | | | | |
| Other | 3,671 | 4,825 | 4,961 | 823 | 6,636 | | |
| | | | | | | | |
| **Agricultural assets** | – | – | – | – | – | – | – |
| *List sub-class* | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| **Biological assets** | – | – | | | – | – | – |
| *List sub-class* | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| **Intangibles** | **23,279** | **31,096** | **29,499** | **26,827** | **10,574** | **14,160** | **9,160** |
| Computers - software & programming | 3,972 | 7,896 | 6,907 | 5,152 | 3,933 | 6,050 | 3,500 |
| Other (Machinery & Office equipment) | 762 | 760 | 860 | 486 | 1,641 | 760 | 760 |
| Transport Assets | 18,544 | 22,440 | 21,732 | 21,189 | 5,000 | 7,350 | 4,900 |
| **Total Capital Expenditure on new assets** | **187,433** | **215,433** | **200,723** | **196,038** | **191,794** | **84,958** | **35,567** |
| | | | | | | | |
| **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 2019/20 | Year 2020/21 | | | Planned Capital expenditure | | |
| | Actual | Original Budget | Adjustment Budget | Actual Expenditure | FY + 1 | FY + 2 | FY + 3 |
| **Capital expenditure by Asset Class** | | | | | | | |
| **Infrastructure - Total** | **16,028,762** | **75,827** | **70,978** | **50,054** | **80,859** | **57,328** | **60,268** |
| Infrastructure: Road transport – Total | 1,293 | 13,257 | 13,257 | 12,689 | – | – | – |
| *Roads, Pavements & Bridges* | 8 | 200 | 200 | 181 | – | – | – |
| *Storm water* | 1,285 | 13,057 | 13,057 | 12,508 | – | – | – |
| **Infrastructure: Electricity – Total** | 7,894 | 8,350 | 8,350 | 1,044 | 8,173 | 7,000 | 10,000 |
| *Generation* | | | | | – | | |
| *Transmission & Reticulation* | 7,894 | 8,350 | 8,350 | 1,044 | 1,000 | – | – |
| *Street Lighting* | | | | | 7,173 | 7,000 | 10,000 |
| **Infrastructure: Water - Total** | 3,580,272 | 23,060 | 22,489 | 15,485 | 40,610 | 19,000 | 22,000 |
| *Dams & Reservoirs* | | | | | – | – | – |
| *Water purification* | 3,580 | 23,060 | 22,489 | 15,485 | 32,295 | 18,500 | 17,000 |
| *Reticulation* | – | | | | 8,315 | 500 | 5,000 |
| **Infrastructure: Sanitation – Total** | 3,262,153 | 27,200 | 22,922 | 17,573 | 31,523 | 31,328 | 28,268 |
| *Reticulation* | 2,776 | 4,061 | 4,061 | 3,287 | 650 | 700 | 700 |
| *Sewerage purification* | 487 | 23,138 | 18,861 | 14,286 | 30,873 | 30,628 | 27,568 |
| **Infrastructure: Other - Total** | – | 3,960 | 3,960 | 3,262 | 553 | – | – |
| *Waste Management* | 0 | 3,960 | 3,960 | 3,262 | 553 | – | – |
| *Transportation* | | | | | | | |
| *Gas* | | | | | | | |
| *Other* | | | | | – | – | – |
| | | | | | | | |
| **Community** | **7,534,047** | **12,479** | **8,386** | **8,716** | **2,121** | **–** | **–** |
| Parks & gardens | | | | | – | | |
| Sportsfields & stadia | 7,534 | 11,503 | 7,480 | 7,886 | 2,021 | | |

| Capital Expenditure - Upgrade/Renewal Programme* | | | | | | | |
|---|---|---|---|---|---|---|---|
| R '000 | | | | | | | |
| Description | Year 2019/20 | Year 2020/21 | | | Planned Capital expenditure | | |
| | Actual | Original Budget | Adjustment Budget | Actual Expenditure | FY + 1 | FY + 2 | FY + 3 |
| Swimming pools | | – | | | | | |
| Community halls | – | – | – | – | | | |
| Libraries | – | – | – | – | | | |
| Recreational facilities | | – | – | | – | | |
| Fire, safety & emergency | – | – | – | – | | | |
| Security and policing | | – | | | | | |
| Buses | | – | | | | | |
| Clinics | | – | | | | | |
| Museums & Art Galleries | | – | | | | | |
| Cemeteries | | – | – | | | | |
| Social rental housing | – | – | – | – | | | |
| Other | | 976,000 | 906,000 | 830,197 | 100 | | |
| | | | | | | | |
| **Heritage assets** | – | – | – | – | – | – | – |
| Buildings | | | | | | | |
| Other | | | | | | | |
| *Table continued next page* | | | | | | | |

*Table continued from previous page*

| Capital Expenditure - Upgrade/Renewal Programme* | | | | | | | |
|---|---|---|---|---|---|---|---|
| R '000 | | | | | | | |
| Description | Year 2019/20 | Year 2020/21 | | | 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 | | | | | | | |
| | | | | | | | |

| Capital Expenditure - Upgrade/Renewal Programme* | | | | | | | |
|---|---|---|---|---|---|---|---|
| R '000 | | | | | | | |
| Description | Year 2019/20 | Year 2020/21 | | | Planned Capital expenditure | | |
| | Actual | Original Budget | Adjustment Budget | Actual Expenditure | FY + 1 | FY + 2 | FY + 3 |
| **Other assets** | 61 | – | – | – | – | – | – |
| General vehicles | | | | | | | |
| Specialised vehicles | | | | | | | |
| Plant & equipment | | | | | | | |
| Computers - hardware/equipment | | | | | | | |
| Furniture and other office equipment | | | | | | | |
| Abattoirs | | | | | | | |
| Markets | | | | | | | |
| Civic Land and Buildings | | | | | | | |
| Other Buildings | | | | | | | |
| Other Land | | | | | | | |
| Surplus Assets - (Investment or Inventory) | | | | | | | |
| Other | 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** | **23,624** | **88,305** | **79,364** | **58,770** | **82,980** | **57,328** | **60,268** |
| | | | | | | | |
| **Specialised vehicles** | – | – | – | – | – | – | – |
| Refuse | | | | | | | |
| Fire | | | | | | | |

| Capital Expenditure - Upgrade/Renewal Programme* | | | | | | | |
|---|---|---|---|---|---|---|---|
| R '000 | | | | | | | |
| Description | Year 2019/20 | Year 2020/21 | | | Planned Capital expenditure | | |
| | Actual | Original Budget | Adjustment Budget | Actual Expenditure | FY + 1 | FY + 2 | FY + 3 |
| Conservancy | | | | | | | |
| Ambulances | | | | | | | |
| ** Note: Information for this table may be sourced from MBRR (2009: Table SA34b)* | | | | | | | T M.2 |

## Appendix N: Capital Programme by Project: 2020/21

| Capital Programme by Project: Year 2020/21 | | | | | |
|---|---|---|---|---|---|
| R' 000 | | | | | |
| Capital Project | Original Budget | Adjustment Budget | Actual | Variance (Act - Adj) % | Variance (Act - OB) % |
| | | | | | |
| **Water** | | | | | |
| WATER MASTER PLAN IMPLEMENTATION (F1/3) | 10,000,000 | 10,000,000 | 2,727,170 | -267% | -267% |
| WATER MASTER PLAN IMPLEMENTATION (F2/3) | 300,000 | 1,462,362 | 1,462,362 | 0% | 79% |
| WATER MASTER PLAN IMPLEMENTATION (F3/3) | 1,733,060 | 0 | | #DIV/0! | #DIV/0! |
| REFURBISHMENT OF BULK WATER PIPELINES | 900,000 | 900,000 | 891,260 | -1% | -1% |
| FENCING AT WATER INSTALLATIONS | 700,000 | 720,000 | 716,711 | 0% | 2% |
| REPLACEMENT OF OVERSTRAND WATER PIPES(F1/2) | 1,588,846 | 1,588,846 | 1,542,664 | -3% | -3% |
| REPLACEMENT OF OVERSTRAND WATER PIPES(F1/2) | 0 | 0 | | #DIV/0! | #DIV/0! |
| REPLACEMENT OF OVERSTRAND WATER PIPES(F2/2) | 4,237,753 | 4,237,753 | 4,237,547 | 0% | 0% |
| WATER FACILITIES CONTINGENCY (F1/2) | 400,000 | 446,097 | 445,245 | 0% | 10% |
| WATER FACILITIES (CONTINGENCY(F2/2) | 500,000 | 500,000 | 500,000 | 0% | 0% |
| NEW 4ML RESERVOIR (F1/2) | 2,000,000 | 2,000,000 | 1,113,920 | -80% | -80% |
| NEW 4ML RESERVOIR(F2/2) | 5,581,744 | 5,581,744 | 5,581,744 | 0% | 0% |
| NEW 4ML RESERVOIR(F2/2) | 2,300,000 | 2,300,000 | 2,300,000 | 0% | 0% |
| UPGRADE HERMANUS WELL FIELDS PHASE 2(F1/2) | 6,000,000 | 4,000,000 | | #DIV/0! | #DIV/0! |
| UPGRADE HERMANUS WELL FIELDS PHASE 1(F2/2) | 4,500,000 | 4,500,000 | 3,808,238 | -18% | -18% |
| NEW RESERVOIR FOR PRINGLE BAY (F1/3) | 2,000,000 | 2,000,000 | 936,014 | -114% | -114% |
| NEW RESERVOIR FOR PRINGLE BAY (F2/3) | 6,135,000 | 3,640,000 | 3,640,000 | 0% | -69% |
| NEW RESERVOIR FOR PRINGLE BAY (F3/3) | 0 | 2,495,000 | 2,495,000 | 0% | 100% |
| KLIPGAT GROTTE PUMP STATIONS REFURBISHMENT | 900,000 | 900,000 | 894,156 | -1% | -1% |
| ACCESS ROADS TO KLEINMOND BUFFELS RIVER WTW UPGRADE | 1,100,000 | 1,100,000 | 1,100,000 | 0% | 0% |
| BASIC SERVICES FOR EMERGENCY HOUSING | 100,000 | 100,000 | 95,357 | -5% | -5% |
| EMERGENCY HOUSING PROJECT SCHULPHOEK | 680,000 | 280,000 | | #DIV/0! | #DIV/0! |
| EHP WATER PROVISION FOR INFORMAL SETTLEMENTS | 350,000 | 750,000 | 552,474 | -36% | 37% |
| REFURBISH ELECTRICAL PANEL STANFORD EYE FOUNTAIN | 600,000 | 533,903 | 533,903 | 0% | -12% |

| Capital Programme by Project: Year 2020/21 | | | | | |
|---|---|---|---|---|---|
| R' 000 | | | | | |
| **Capital Project** | **Original Budget** | **Adjustment Budget** | **Actual** | **Variance (Act - Adj) %** | **Variance (Act - OB) %** |
| | | | | | |
| | | | | | |
| **Sanitation/Sewerage** | | | | | |
| SEWERAGE FACILITIES CONTINGENCY | 600,000 | 600,000 | 599,977 | 0% | 0% |
| KLEINMOND SEWER NETWORK EXTENSION (F1/2) | 4,000,000 | 4,000,000 | | #DIV/0! | #DIV/0! |
| KLEINMOND - SEWER NETWORK EXTENSION (F2/2) | 4,000,000 | 4,000,000 | 3,621,556 | -10% | -10% |
| KLEINMOND WWTW REFURBISH UPGRADE | 5,400,000 | 1,490,000 | 409,808 | -264% | -1218% |
| UPGRADING OF KIDBROOKE PIPELINE (F1/4) | 1,480,247 | 1,480,247 | 1,438,191 | -3% | -3% |
| UPGRADING OF KIDBROOKE PIPELINE (F3/4) | 0 | 210,000 | 210,000 | 0% | 100% |
| UPGRADING OF KIDBROOKE PIPELINE (F4/4) | 368,079 | 368,079 | 366,579 | 0% | 0% |
| REHABILITATE MAIN BULK SEWER TO WWTW PH1 | 3,461,400 | 3,461,400 | 3,455,301 | 0% | 0% |
| UPGRADE BULK SEWER PUMPSTATION | 3,920,000 | 3,651,000 | 3,651,000 | 0% | -7% |
| FENCING AT SEWERAGE INSTALLATIONS | 800,000 | 800,000 | 791,375 | -1% | -1% |
| GANSBAAI CBD SEWER NETWORK EXTENSION | 4,000,000 | 1,750,000 | 651,824 | -168% | -514% |
| UPGRADING OF PUMPSTATIONS RISING MAINS | 4,600,000 | 3,300,000 | 1,422,861 | -132% | -223% |
| ZWELIHLE SEWER (F1/4) | 3,000,000 | 3,000,000 | 2,550,794 | -18% | -18% |
| ZWELIHLE SEWER (F2/4) | 2,647,290 | 2,647,290 | 2,647,290 | 0% | 0% |
| ZWELIHLE SEWER (F3/4) | 1,722,500 | 1,722,500 | 1,722,500 | 0% | 0% |
| ZWELIHLE SEWER (F4/4) | 386,693 | 386,693 | 386,693 | 0% | 0% |
| EMERGENCY HOUSING PROJECT SCHULPHOEK | 2,400,000 | 1,400,000 | | #DIV/0! | #DIV/0! |
| SEWERAGE BYPASS IN SIPUMELELO CORRIDOR | 842,000 | 842,000 | 842,000 | 0% | 0% |
| SEWERAGE PEACH HOUSE PRECINT UPGRADE | 1,555,630 | 1,555,630 | 1,555,630 | 0% | 0% |
| SEWERAGE BYPASS IN SIPUMELELO CORRIDOR | 1,280,250 | 1,280,250 | 1,280,250 | 0% | 0% |
| BASIC SERVICES FOR EMERGENCY HOUSING | 162,000 | 162,000 | 92,566 | -75% | -75% |
| EHP SEWER PROVISION FOR INFORMAL SETTLEMENTS | 650,000 | 1,650,000 | 1,121,046 | -47% | 42% |
| UPGRADE BULK SEWER SUPPLY AREA A&B | | 1,201,376 | 1,201,376 | 0% | 100% |
| SEWER NETWORK UPGRADE | 500,000 | 500,000 | 494,718 | -1% | -1% |
| | | | | | |
| | | | | | |
| **Electricity** | | | | | |
| FKRAAL KBAAI BHEAD NEW 66 11KV SUBSTATION (F2/4) | 695,882 | 695,882 | 692,882 | 0% | 0% |
| STREET LIGHTS | 100,000 | 100,000 | 99,942 | 0% | 0% |
| STREET LIGHTS | 15,000 | 15,000 | 14,992 | 0% | 100% |
| STREET LIGHTS | 30,000 | 30,000 | 29,767 | -1% | -1% |
| ELECTRIFICATION OF LOW COST HOUSING AREAS | 2,500,000 | 2,500,000 | 2,499,946 | 0% | 0% |
| ELECTRIFICATION OF LOW COST HOUSING AREAS (INEP) | 8,000,000 | 6,000,000 | 6,000,000 | 0% | -33% |
| HIGHMAST LIGHTS | 800,000 | 800,000 | 56,476 | -1317% | -1317% |
| BASIC SERVICES FOR EMERGENCY HOUSING | 250,000 | 250,000 | | 100% | 100% |
| ZITHANDE STREET LIGHTS | 377,301 | 377,301 | 7,224 | -5123% | -5123% |

| Capital Programme by Project: Year 2020/21 | | | | | |
|---|---|---|---|---|---|
| R' 000 | | | | | |
| **Capital Project** | **Original Budget** | **Adjustment Budget** | **Actual** | **Variance (Act - Adj) %** | **Variance (Act - OB) %** |
| HERMANUS:MV & LV UPGRADE/REPLACEMENT (F1/3) | 1,181,017 | 5,000,000 | 20,523 | -24263% | -5655% |
| HERMANUS:MV & LV UPGRADE/REPLACEMENT (F2/3) | 3,871,500 | 52,517 | 52,517 | 100% | 100% |
| KLEINMOND: MV & LV NETWORK UPGRADE (F1/3) | 1,463,318 | 1,902,318 | 23,337 | -8051% | -6170% |
| KLEINMOND: MV & LV NETWORK UPGRADE (F2/3) | 439,000 | 0 | | 0% | 100% |
| HAWSTON: MV & LV UPGRADE/REPLACEMENT (F1/2) | 0 | 395,620 | 23,337 | -1595% | 100% |
| HAWSTON: MV & LV UPGRADE/REPLACEMENT (F1/2) | 395,620 | 0 | | 0% | 100% |
| ELECTRICITY TRANSFORMERS CAPITAL REPLACEMENT CONTINGENCY | 1,000,000 | 1,000,000 | 915,250 | -9% | -9% |
| | | | | | |
| | | | | | |
| **Housing** | | | | | |
| LCH SERVICES CONSTRUCTION CONTRACTS | 45,956,000 | 39,295,603 | 46,271,131 | 15% | 1% |
| HAWSTON: UPGRADE INTERSECTION R43/GEORGE VILJOEN STREET | 0 | 1,455,808 | 1,138,548 | -28% | 100% |
| HAWSTON: UPGRADE INTERSECTION R43/GEORGE VILJOEN STREET | 2,188,480 | 2,188,480 | 2,188,480 | 0% | 0% |
| | | | | | |
| | | | | | |
| **Stormwater** | | | | | |
| MASAKHANE HOUSING PROJECT BULK STORMWATER | 5,864,256 | 4,370,061 | 4,370,061 | 0% | -34% |
| STANFORD HOUSING PROJECT BULK STORMWATER | 4,500,000 | 3,827,524 | 3,827,524 | 0% | -18% |
| STORMWATER AD-HOC | 50,000 | 50,000 | 49,342 | -1% | -1% |
| STORMWATER AD-HOC | 100,000 | 100,000 | 99,615 | 0% | 0% |
| STORMWATER DRAINAGE | 100,000 | 100,000 | 97,891 | 100% | 0% |
| STORMWATER AND TARRING OF CIRCLES | 150,000 | 150,000 | 43,750 | -243% | -243% |
| STORMWATER AD-HOC PROTEA STREET | 50,000 | 50,000 | 49,430 | -1% | -1% |
| STORMWATER AD-HOC | 50,000 | 50,000 | 47,607 | 100% | 100% |
| STORMWATER NETWORK UPGRADE | 1,500,000 | 1,500,000 | 1,479,301 | -1% | -1% |
| STORMWATER NETWORK UPGRADE | 500,000 | 500,000 | 448,608 | -11% | -11% |
| STORMWATER NETWORK UPGRADE | 500,000 | 500,000 | 483,714 | -3% | -3% |
| UPGRADE STORMWATER NETWORK | 300,000 | 300,000 | 300,000 | 0% | 0% |
| STORMWATER NETWORK | 1,000,000 | 1,000,000 | 994,266 | -1% | -1% |
| STORMWATER NETWORK | 2,315,902 | 2,315,902 | 2,315,902 | 0% | 0% |
| EXTENTION OF PLEIN STREET | 500,000 | 760,000 | 461,073 | -65% | -8% |
| UPGRADE STORMWATER NETWORK | 420,000 | 420,000 | 420,000 | 0% | 0% |
| STORMWATER - PHASE 1-INDUSTRIAL AREA | 2,100,000 | 2,100,000 | 2,100,000 | 0% | 0% |
| STORMWATER - OVERHILLS | 2,500,000 | 2,677,298 | 2,663,475 | -1% | 6% |
| STORMWATER-LIBRARY LINK & SIPUMELELO CORRIDOR UPGRADE | 1,220,400 | 1,220,400 | 1,122,634 | -9% | -9% |
| STORMWATER-TAXI RANK TO SIPUMELELO CORRIDOR UPGRADE | 406,800 | 406,800 | 406,211 | 0% | 0% |
| STORMWATER-AMANDLA STREET LINK TO SIPUMELELELO CORRIDOR | 813,600 | 813,600 | 813,600 | 0% | 0% |
| STORMWATER MAIN RD HIGH STREET | 4,500,000 | 4,500,000 | 4,082,996 | -10% | -10% |

| Capital Programme by Project: Year 2020/21 | | | | | |
|---|---|---|---|---|---|
| R' 000 | | | | | |
| **Capital Project** | **Original Budget** | **Adjustment Budget** | **Actual** | **Variance (Act - Adj) %** | **Variance (Act - OB) %** |
| | | | | | |
| | | | | | |
| **Waste Management** | | | | | |
| HERMANUS NEW WASTE MANAGEMENT FACILITY(F1/3) | 8,300,000 | 0 | | 0% | 100% |
| HERMANUS NEW WASTE MANAGEMENT FACILITY(F2/3) | 8,600,000 | 0 | | 0% | 100% |
| HERMANUS NEW WASTE MANAGEMENT FACILITY(F1/3) | 0 | 0 | | 0% | 0% |
| HERMANUS NEW WASTE MANAGEMENT FACILITY(F1/3) | 0 | 8,000,000 | 5,161,877 | -55% | 100% |
| HERMANUS NEW WASTE MANAGEMENT FACILITY(F2/3) | 0 | 9,000,000 | 8,999,999 | 0% | 100% |
| HERMANUS NEW WASTE MANAGEMENT FACILITY(F3/3) | 1,063,569 | 1,063,569 | 859,760 | -24% | -24% |
| GANSBAAI LANDFILL SITE FENCE | 2,500,000 | 2,500,000 | 1,931,805 | -29% | -29% |
| WHEELIE BINS 140L | 500,000 | 0 | | 0% | 100% |
| BINS | 15,000 | 0 | | 0% | 100% |
| HIGH RISK PARAMETER FENCING KLEINMOND TRANSFER STATION | 460,000 | 460,000 | 411,716 | -12% | -12% |
| HIGH RISK FENCING SOLID WASTE TRANSFER STATION | 1,000,000 | 1,000,000 | 1,000,000 | 0% | 0% |
| | | | | | |
| | | | | | |
| **Roads** | | | | | |
| SIDEWALKS | 150,000 | 150,000 | 150,000 | 0% | 0% |
| SIDEWALKS TRAFFIC CALMING | 200,000 | 200,000 | 182,574 | -10% | -10% |
| SIDEWALKS | 250,000 | 250,000 | 238,513 | -5% | -5% |
| TRAFFIC CALMING | 100,000 | 100,000 | 99,327 | -1% | -1% |
| WESTCLIFF/MOUNT PLEASANT SIDEWALKS | 100,000 | 270,000 | 233,791 | 0% | 100% |
| TRAFFIC CALMING MOUNT PLEASANT | 50,000 | 50,000 | 50,000 | 100% | 100% |
| TRAFFIC CALMING WESTCLIFF | 175,000 | 5,000 | 5,000 | 100% | 100% |
| SIDEWALKS | 100,000 | 100,000 | 100,000 | 0% | 0% |
| SIDEWALKS | 150,000 | 150,000 | 143,349 | -5% | -5% |
| DEVELOPMENT AND UPGRADING OF ROADS SIDEWALKS AND PARKING AREAS | 500,000 | 500,000 | 477,389 | -5% | -5% |
| TRAFFIC CALMING | 100,000 | 100,000 | 87,987 | -14% | -14% |
| CURBING AND TARRING OF SIDEWALKS | 50,000 | 50,000 | 48,008 | -4% | -4% |
| DEVELOPMENT AND CONSTRUCTION OF PARKING AREA AT ERF 1229 FOR CEMETERY | 50,000 | 50,000 | 10,150 | -393% | -393% |
| SPEED CALMING MEASURES | 50,000 | 50,000 | 35,345 | -41% | -41% |
| STONEWALL OR SIDEWALK AT MAIN BEACH AREA | 24,000 | 24,000 | 20,000 | -20% | -20% |
| DISABLED FRIENDLY FOOTPATH IN NATURE RESERVE ROOIELS | 26,000 | 26,000 | 25,951 | 0% | 0% |
| PAVING OF ANEMONE ROAD | 150,000 | 150,000 | 148,051 | -1% | -1% |
| TRAFFIC CALMING | 30,000 | 30,000 | 29,519 | -2% | -2% |
| NEW SIDEWALKS | 50,000 | 120,000 | 120,000 | 0% | 58% |
| NEW SIDEWALKS | 50,000 | 50,000 | 50,000 | 0% | 0% |
| CONSTRUCTION AND UPGRADING OF ATLANTIC DRIVE | 370,000 | 370,000 | 341,639 | -8% | -8% |

| Capital Programme by Project: Year 2020/21 | | | | | |
|---|---|---|---|---|---|
| R' 000 | | | | | |
| **Capital Project** | **Original Budget** | **Adjustment Budget** | **Actual** | **Variance (Act - Adj) %** | **Variance (Act - OB) %** |
| TRAFFIC CALMING | 100,000 | 100,000 | 97,274 | -3% | -3% |
| CBD REGENERATION PROGRAM | 7,100,000 | 6,700,000 | 6,009,827 | -11% | -18% |
| EMERGENCY HOUSING PROJECT SCHULPHOEK | 920,000 | 920,000 | | 100% | 100% |
| TARRING OF EXISTING GRAVEL ROADS IN SANDBAAI PERLEMOEN/GALJOEN ST | 700,000 | 700,000 | 668,237 | -5% | -5% |
| EXTENSION OF PLEIN STREET | 500,000 | 900,000 | 499,648 | -80% | 0% |
| HAWSTON PAVING TARRING OF CIRCLES | 600,000 | 600,000 | 535,083 | -12% | -12% |
| STANFORD (MARKPLEIN,LANGMARK,KORTMARK | 1,400,000 | 1,400,000 | 1,391,235 | -1% | -1% |
| GANSBAAI TARRING OF ROAD TO WASTE DISPOSAL SITE | 2,700,000 | 2,700,000 | 2,700,000 | 0% | 0% |
| STANFORD TARRING DE BRUYN STREET | 2,500,000 | 2,500,000 | 2,499,973 | 0% | 0% |
| OVERSTRAND SIDEWALKS | | 2,521,000 | 2,521,000 | 0% | 100% |
| BLOMPARK HOUSING PROJECT BUS ROUTE | | 465,295 | 465,295 | 0% | 100% |
| SIDEWALKS OVERSTRAND | 750,000 | 750,000 | 750,000 | 0% | 0% |
| | | | | | |
| **SPORT FACILITIES** | | | | | |
| UPGRADE HAWSTON SPORT COMPLEX (F1/2) | 2,021,000 | 0 | | 0% | 100% |
| UPGRADE HAWSTON SPORT COMPLEX (F1/2) | 5,182,233 | 5,182,233 | 5,182,233 | 0% | 0% |
| UPGRADE HAWSTON SPORT COMPLEX (F2/2) | 600,000 | 0 | | 0% | 100% |
| UPGRADE HAWSTON SPORT COMPLEX (F3/3) | 1,636,767 | 498,030 | 221,411 | 0% | 100% |
| UPGRADING OF SOCCER FIELD SOCCER STAND | 100,000 | 100,000 | 79,768 | -25% | -25% |
| UPGRADING WARD 5 PLAY PARK | 80,000 | 80,000 | 78,345 | -2% | -2% |
| OUTDOOR GYM EQUIPMENT MOUNTAIN VIEW BOWLS CLUB AREA | 50,000 | 50,000 | | 0% | 100% |
| WALKWAY TO PALMIET BEACH | 40,000 | 40,000 | 38,767 | -3% | -3% |
| PLAYPARK EQUIPMENT DAWIDSKRAAL & MALKOPSVLEI | 50,000 | 0 | | 0% | 100% |
| MOOIUITSIG PLAY GROUND | 26,000 | 26,000 | 25,613 | 100% | 100% |
| PLAYPARK EQUIPMENT PROTEADORP | 26,000 | 26,000 | 23,114 | -12% | -12% |
| BUS STOPS INCL. REPAIRING REPLACEMENT OF ONE AT SIYABULELA OVERHILLS & MOOIUITSIG | 26,000 | 26,000 | 26,000 | 0% | 0% |
| UPGRADE OF PUBLIC BOAT LAUNCHING SITE ABLUTIONS DU TOIT STREET | 70,000 | 0 | | 0% | 100% |
| UPGRADING WARD 12 PLAY PARKS | 210,000 | 210,000 | 194,080 | -8% | -8% |
| UPGRADING SIYAKHA EDUCARE CENTRE PLAY PARK | 50,000 | 50,000 | 49,728 | -1% | -1% |
| FENCING DOG PARK | 100,000 | 100,000 | | 100% | 100% |
| UPGRADING OF MOUNT PLEASANT SPORTSGROUND FLOODLIGHTS | 1,962,715 | 1,699,349 | 1,523,274 | 0% | 100% |
| UPGRADING WALL AT MOUNT PLEASANT SPORTSGROUND | 500,000 | 500,000 | 443,277 | -13% | -13% |
| SPORT & RECREATION-PUBLIC CONTRIBUTION | 0 | 0 | 15,000,000 | 100% | 100% |
| | | | | | |
| **Public Safety** | | | | | |
| UPGRADING OF FACILITIES ABLUTION BLOCK ICS CENTRE | 1,000,000 | 1,000,000 | 54,016 | -1751% | -1751% |

| Capital Programme by Project: Year 2020/21 | | | | | |
|---|---|---|---|---|---|
| R' 000 | | | | | |
| **Capital Project** | **Original Budget** | **Adjustment Budget** | **Actual** | **Variance (Act - Adj) %** | **Variance (Act - OB) %** |
| LAW ENFORCEMENT FACILITIES(VEHICLES/DOGS/FIREARMS) (K9 UNIT) | | 645,480 | 636,538 | 100% | 100% |
| CCTV CAMERAS | 1,500,000 | 1,500,000 | 1,408,922 | -6% | -6% |
| UPGRADING OF FACILITIES - FIRE SERVICES BUILDING (F1/2) | 49,877 | 49,877 | 49,877 | 0% | 0% |
| SAFE GUARDING(FENCING) OF WARD 06 ELECTRICAL MINI SUBSTATION | 100,000 | 100,000 | | 100% | 100% |
| CHANGE EXIT OF KLEINMOND FIRE STATION | 300,000 | 300,000 | | 0% | 100% |
| SPEED CAMERA AND EQUIPMENT FOR INHOUSE SPEED ENFORCEMENT | 1,000,000 | 0 | | 0% | 100% |
| ADDITIONAL OFFICES LAW ENFORCEMENT AT BESKEMHOUTSKLOOF FARM | 500,000 | 500,000 | | 100% | 100% |
| CCTV SECURITY AT BESKEMHOUTSKLOOF FARM | 300,000 | 300,000 | | 100% | 100% |
| ACCESS CONTROL | 100,000 | 100,000 | | 100% | 100% |
| SECURITY FENCING COMMUNAL SPORTSGROUNDS | 50,000 | 0 | | 0% | 100% |
| CCTV CAMERA-COMMUNAL SPORTSFIELD -GANSBAAI | | 50,000 | 41,054 | -22% | 100% |
| CCTV CAMERAS | 200,000 | 200,000 | 175,873 | -14% | -14% |
| CCTV CAMERAS | 150,000 | 150,000 | 85,393 | -76% | -76% |
| CCTV CAMERAS | 120,000 | 120,000 | 36,463 | -229% | -229% |
| CCTV CAMERAS | 150,000 | 150,000 | 76,072 | -97% | -97% |
| CCTV CAMERAS | 120,000 | 120,000 | 118,184 | -2% | -2% |
| SAFETY CAMERAS | 100,000 | 100,000 | 76,072 | -31% | -31% |
| BUILDING RENOVATIONS FARM 585/3 | 1,420,501 | 1,420,501 | | 100% | 100% |
| VEHICLES-PUBLIC SAFETY (F5/6) | 1,358,402 | 0 | | 0% | 100% |
| VEHICLES-PUBLIC SAFETY (F6/6) | 350,000 | 0 | | 0% | 100% |
| CCTV CAMERAS | 100,000 | 100,000 | 58,246 | -72% | -72% |
| CCTV CAMERAS | 50,000 | 50,000 | 46,410 | -8% | -8% |
| CCTV CAMERAS | 50,000 | 50,000 | 49,231 | -2% | -2% |
| CCTV CAMERAS | 50,000 | 50,000 | 46,410 | -8% | -8% |
| CCTV CAMERAS | 100,000 | 100,000 | 97,626 | -2% | -2% |
| SAFETY CAMERAS AT ENTRANCES OF TOWN | 100,000 | 100,000 | 75,210 | -33% | -33% |
| CCTV CAMERAS | 100,000 | 100,000 | 94,882 | -5% | -5% |
| CCTV CAMERAS | 30,000 | 30,000 | 28,047 | -7% | -7% |
| CCTV CAMERAS | 50,000 | 50,000 | 48,078 | -4% | -4% |
| CCTV CAMERAS | 250,000 | 250,000 | 247,781 | -1% | -1% |
| CCTV CAMERAS | 225,975 | 225,975 | 225,900 | 0% | 0% |
| CCTV CAMERAS | 150,000 | 150,000 | 59,332 | -153% | -153% |
| CCTV CAMERAS-BETTY'S BAY | | 50,000 | 44,669 | -12% | 100% |
| MINOR ASSETS PROTECTION SERVICES (F1/2) | 400,000 | 400,000 | 295,353 | -35% | -35% |
| MINOR ASSETS PROTECTION SERVICES (F2/2) | 85,000 | 85,000 | | 100% | 100% |
| VEHICLES-PUBLIC SAFETY (F1/2) | 2,839,357 | 3,787,264 | 3,465,082 | -9% | 18% |
| VEHICLES-PUBLIC SAFETY (F1/2) | | 52,093 | 52,093 | 0% | 100% |
| VEHICLES-PUBLIC SAFETY (F2/2) | 732,000 | 732,000 | 732,000 | 0% | 0% |

| Capital Programme by Project: Year 2020/21 | | | | | |
|---|---|---|---|---|---|
| R' 000 | | | | | |
| **Capital Project** | **Original Budget** | **Adjustment Budget** | **Actual** | **Variance (Act - Adj) %** | **Variance (Act - OB) %** |
| | | | | | |
| **LIBRARIES** | | | | | |
| ZWELIHLE LIBRARY | 771,600 | 771,600 | 294,762 | -162% | -162% |
| | | | | | |
| **Community & Social Services** | | | | | |
| MINOR ASSETS COMMUNITY SERVICES | 760,000 | 760,000 | 590,176 | -29% | -29% |
| VEHICLES COMMUNITY SERVICES | 13,429,959 | 12,969,089 | 12,956,185 | 0% | -4% |
| HERMANUS-WELCOME BOARD | 0 | 800,000 | | 100% | 0% |
| HERMANUS-WELCOME BOARD | 0 | 263,366 | 226,976 | -16% | 100% |
| SHADE PORTS-OVERSTRAND | 0 | 87,500 | 24,619 | -255% | 100% |
| SHELTER FOR COMMUNITIES AT TAXI RANK | 300,000 | 300,000 | 21,362 | -1304% | -1304% |
| BEAUTIFICATION OF ENTRANCES TO KLEINMOND | 150,000 | 150,000 | 143,043 | -5% | -5% |
| ABLUTION FACILITIES ONRUS SWIMMING BEACH PHASE 2 (F1/2) | 750,000 | 139,634 | 139,634 | 0% | -437% |
| ABLUTION FACILITIES - ONRUS SWIMMING BEACH(F2/2) | 633,476 | 0 | | 0% | 100% |
| SHELTER FOR COMMUNITIES, TAXI RANK | 138,264 | 138,264 | | 100% | 100% |
| RETAINING WALL SECTION 9TH AVENUE SPAR | 26,000 | 26,000 | 20,064 | -30% | -30% |
| KITCHEN EQUIPMENT OVERHILLS COMMUNITY HALL | 26,000 | 26,000 | 19,816 | -31% | -31% |
| UPGRADING OF ZWELIHLE TAXI RANK STALLS | 360,492 | 360,492 | 344,672 | -5% | -5% |
| CEMETERY INFRASTRUCTURE | 1,292,000 | 1,292,000 | 1,290,983 | 0% | 0% |
| | | | | | |
| **Planning & Development** | | | | | |
| MINOR ASSETS LED | 45,000 | 195,000 | 163,774 | -19% | 73% |
| BUILDING CONTROL OFFICE EXTENSION | 1,000,000 | 500,000 | | 100% | 100% |
| INFORMAL TRADING STALLS SWARTDAM TRADING | 397,000 | 397,000 | 277,844 | -43% | -43% |
| UPGRADING OF TOURISM OFFICES RENOVATIONS | 400,000 | 250,000 | 0 | 100% | 100% |
| ECD CENTRE ESTABLISMENT | 475,000 | 0 | | 0% | 100% |
| HAWSTON INDUSTRIAL BUSINESS HUB | 4,871,000 | 4,871,000 | 4,070,720 | -20% | -20% |
| PURCHASE OF ERF 4013-BETTY'S BAY | 5,000 | 107,930 | 7,929 | -1261% | 37% |
| HAWSTON "LANG ERWE": TRANSFERS | 150,000 | 0 | | 0% | 100% |
| VEHICLES PLANNING DEVELOPMENT | 3,730,684 | 3,730,684 | 3,648,491 | -2% | -2% |
| FERNKLOOF NATURE RESERVE FACILITIES (F1/2) | 2,100,000 | 0 | | 0% | 100% |
| MINOR ASSETS INFRASTRUCTURE PLANNING | 420,000 | 320,000 | 297,022 | -8% | -41% |
| | | | | | |
| **Finance & Administration** | | | | | |
| EMERGENCY AND OPERATIONAL DIGITAL RADIO SYSTEMS | 600,000 | 600,000 | 599,767 | 0% | 100% |
| UPS REPLACEMENT | 300,000 | 300,000 | 295,950 | -1% | 100% |
| DATA CENTRE VIRTUAL SERVER HOST REPLACEMENT EOL | 200,000 | 0 | | 0% | 100% |
| DR HOST SERVER WITH ATTACHED STORAGE - REPLACEMENT EOL | 300,000 | 500,000 | 499,739 | 0% | 40% |
| NEW HIGH SITE OVERSTRAND | 600,000 | 600,000 | 482,669 | -24% | -24% |

| Capital Programme by Project: Year 2020/21 | | | | | |
|---|---|---|---|---|---|
| R' 000 | | | | | |
| **Capital Project** | **Original Budget** | **Adjustment Budget** | **Actual** | **Variance (Act - Adj) %** | **Variance (Act - OB) %** |
| MINOR ASSETS FINANCE | 60,000 | 56,818 | 56,818 | 0% | -6% |
| MINOR ASSETS MANAGEMENT SERVICES | 10,000 | 2,395 | 2,395 | 0% | -318% |
| MINOR ASSETS ICT ORGANIZATION WIDE | 1,000,000 | 1,010,787 | 1,004,617 | -1% | 0% |
| CORPORATE SERVICES-PUBLIC CONTRIBUTION | 0 | 0 | 3,757,256 | 100% | 100% |
| | | | | | |
| **Executive & Council** | | | | | |
| MINOR ASSETS COUNCIL | 5,000 | 5,000 | 2,300 | -117% | -117% |
| EXECUTIVE & COUNCIL-VEHICLES | | 460,870 | 352,402 | | |
| | | | | | |
| **GRAND TOTAL** | **303,738,440** | **280,086,380** | **254,800,183** | **-10%** | **-19%** |
| | | | | | |

## Appendix O: Capital Programme by Project by Ward: 2020/21

| Capital Programme by Project by Ward: Year 2020/21 | | |
|---|---|---|
| R' 000 | | |
| **Capital Project** | **Ward(s) affected** | **Works completed (Yes/No)** |
| | | |
| MINOR ASSETS COUNCIL | Overstrand | Yes |
| EXECUTIVE & COUNCIL-VEHICLES | Overstrand | Yes |
| EMERGENCY AND OPERATIONAL DIGITAL RADIO SYSTEMS | Overstrand | Yes |
| UPS REPLACEMENT | Overstrand | Yes |
| DR HOST SERVER WITH ATTACHED STORAGE - REPLACEMENT EOL | Overstrand | Yes |
| NEW HIGH SITE OVERSTRAND | Overstrand | Yes |
| MINOR ASSETS FINANCE | Overstrand | Yes |
| MINOR ASSETS MANAGEMENT SERVICES | Overstrand | Yes |
| MINOR ASSETS ICT ORGANIZATION WIDE | Overstrand | Yes |
| UPGRADING OF FACILITIES ABLUTION BLOCK ICS CENTRE | Overstrand | No |
| CCTV CAMERAS | Overstrand | No |
| UPGRADING OF FACILITIES - FIRE SERVICES BUILDING (F1/2) | Overstrand | Yes |
| CHANGE EXIT OF KLEINMOND FIRE STATION | Overstrand | No |
| SPEED CAMERA AND EQUIPMENT FOR INHOUSE SPEED ENFORCEMENT | Overstrand | No |
| ADDITIONAL OFFICES LAW ENFORCEMENT AT BESKEMHOUTSKLOOF FARM | Overstrand | No |
| CCTV SECURITY AT BESKEMHOUTSKLOOF FARM | Overstrand | No |
| ACCESS CONTROL | Overstrand | No |
| VEHICLES-PUBLIC SAFETY (F5/6) | Overstrand | N/A |
| VEHICLES-PUBLIC SAFETY (F6/6) | Overstrand | N/A |

| Capital Programme by Project by Ward: Year 2020/21 | | |
|---|---|---|
| R' 000 | | |
| **Capital Project** | **Ward(s) affected** | **Works completed (Yes/No)** |
| CCTV CAMERAS | Overstrand | No |
| MINOR ASSETS PROTECTION SERVICES (F1/2) | Overstrand | Yes |
| VEHICLES-PUBLIC SAFETY (F1/2) | Overstrand | Yes |
| VEHICLES-PUBLIC SAFETY (F1/2) | Overstrand | Yes |
| VEHICLES-PUBLIC SAFETY (F2/2) | Overstrand | Yes |
| MINOR ASSETS LED | Overstrand | Yes |
| BUILDING CONTROL OFFICE EXTENSION | Overstrand | No |
| UPGRADING OF TOURISM OFFICES RENOVATIONS | Overstrand | No |
| ECD CENTRE ESTABLISMENT | Overstrand | No |
| VEHICLES PLANNING DEVELOPMENT | Overstrand | Yes |
| MINOR ASSETS INFRASTRUCTURE PLANNING | Overstrand | Yes |
| MINOR ASSETS COMMUNITY SERVICES | Overstrand | Yes |
| VEHICLES COMMUNITY SERVICES | Overstrand | Yes |
| SHADE PORTS-OVERSTRAND | Overstrand | Yes |
| LCH SERVICES CONSTRUCTION CONTRACTS - BEVERLY HILLS TOILETS | Overstrand | No |
| OVERSTRAND SIDEWALKS | Overstrand | Yes |
| SIDEWALKS OVERSTRAND | Overstrand | Yes |
| ELECTRIFICATION OF LOW-COST HOUSING AREAS | Overstrand | No |
| ELECTRIFICATION OF LOW-COST HOUSING AREAS (INEP) | Overstrand | Yes |
| ELECTRICITY TRANSFORMERS CAPITAL REPLACEMENT CONTINGENCY | Overstrand | Yes |
| WATER MASTER PLAN IMPLEMENTATION (F1/3) | Overstrand | No |
| REFURBISHMENT OF BULK WATER PIPELINES | Overstrand | Yes |
| FENCING AT WATER INSTALLATIONS | Overstrand | Yes |
| REPLACEMENT OF OVERSTRAND WATER PIPES(F1/2) | Overstrand | No |
| REPLACEMENT OF OVERSTRAND WATER PIPES(F1/2) | Overstrand | No |
| WATER FACILITIES CONTINGENCY (F1/2) | Overstrand | Yes |
| EHP WATER PROVISION FOR INFORMAL SETTLEMENTS | Overstrand | Yes |
| SEWERAGE FACILITIES CONTINGENCY | Overstrand | Yes |
| FENCING AT SEWERAGE INSTALLATIONS | Overstrand | Yes |
| UPGRADING OF PUMPSTATIONS RISING MAINS | Overstrand | No |
| BASIC SERVICES FOR EMERGENCY HOUSING | Overstrand | Yes |
| EHP SEWER PROVISION FOR INFORMAL SETTLEMENTS | Overstrand | Yes |
| HERMANUS NEW WASTE MANAGEMENT FACILITY(F2/3) | Overstrand | No |
| | | |
| CCTV CAMERAS | Ward 01 | No |
| UPGRADING OF SOCCER FIELD SOCCER STAND | Ward 01 | Yes |
| SIDEWALKS | Ward 01 | Yes |
| SIDEWALKS TRAFFIC CALMING | Ward 01 | Yes |
| MASAKHANE HOUSING PROJECT BULK STORMWATER | Ward 01 | Yes |
| STORMWATER AD-HOC | Ward 01 | Yes |
| NEW 4ML RESERVOIR (F1/2) | Ward 01 | Yes |

| Capital Programme by Project by Ward: Year 2020/21 | | |
|---|---|---|
| R' 000 | | |
| **Capital Project** | **Ward(s) affected** | **Works completed (Yes/No)** |
| | | |
| SECURITY FENCING COMMUNAL SPORTSGROUNDS | Ward 02 | N/A |
| CCTV CAMERA-COMMUNAL SPORTSFIELD -GANSBAAI | Ward 02 | No |
| CCTV CAMERAS | Ward 02 | No |
| CCTV CAMERAS | Ward 02 | No |
| CCTV CAMERAS | Ward 02 | No |
| SIDEWALKS | Ward 02 | Yes |
| GANSBAAI TARRING OF ROAD TO WASTE DISPOSAL SITE | Ward 02 | Yes |
| BLOMPARK HOUSING PROJECT BUS ROUTE | Ward 02 | No |
| KLIPGAT GROTTE PUMP STATIONS REFURBISHMENT | Ward 02 | Yes |
| UPGRADE BULK SEWER PUMPSTATION | Ward 02 | Yes |
| GANSBAAI CBD SEWER NETWORK EXTENSION | Ward 02 | No |
| UPGRADE BULK SEWER SUPPLY AREA A&B | Ward 02 | No |
| STORMWATER AD-HOC | Ward 02 | Yes |
| GANSBAAI LANDFILL SITE FENCE | Ward 02 | Yes |
| WHEELIE BINS 140L | Ward 02 | N/A |
| | | |
| CCTV CAMERAS | Ward 03 | No |
| FERNKLOOF NATURE RESERVE FACILITIES (F1/2) | Ward 03 | No |
| HERMANUS-WELCOME BOARD | Ward 03 | No |
| SHELTER FOR COMMUNITIES AT TAXI RANK | Ward 03 | No |
| SHELTER FOR COMMUNITIES, TAXI RANK | Ward 03 | No |
| TRAFFIC CALMING | Ward 03 | Yes |
| CBD REGENERATION PROGRAM | Ward 03 | Yes |
| STREET LIGHTS | Ward 03 | Yes |
| HERMANUS:MV & LV UPGRADE/REPLACEMENT (F1/3) | Ward 03 | No |
| STORMWATER - PHASE 1-INDUSTRIAL AREA | Ward 03 | Yes |
| STORMWATER MAIN RD HIGH STREET | Ward 03 | Yes |
| | | |
| LAW ENFORCEMENT FACILITIES(VEHICLES/DOGS/FIREARMS) (K9 UNIT) | Ward 04 | Yes |
| CCTV CAMERAS | Ward 04 | No |
| BUILDING RENOVATIONS FARM 585/3 | Ward 04 | No |
| CCTV CAMERAS | Ward 04 | No |
| UPGRADING OF MOUNT PLEASANT SPORTSGROUND FLOODLIGHTS | Ward 04 | Yes |
| UPGRADING WALL AT MOUNT PLEASANT SPORTSGROUND | Ward 04 | Yes |
| WESTCLIFF/MOUNT PLEASANT SIDEWALKS | Ward 04 | Yes |
| TRAFFIC CALMING MOUNT PLEASANT | Ward 04 | Yes |
| TRAFFIC CALMING WESTCLIFF | Ward 04 | Yes |
| BASIC SERVICES FOR EMERGENCY HOUSING | Ward 04 | No |
| UPGRADE HERMANUS WELL FIELDS PHASE 2(F1/2) | Ward 04 | No |
| UPGRADE HERMANUS WELL FIELDS PHASE 1(F2/2) | Ward 04 | No |
| BASIC SERVICES FOR EMERGENCY HOUSING | Ward 04 | Yes |

| Capital Programme by Project by Ward: Year 2020/21 | | |
|---|---|---|
| R' 000 | | |
| **Capital Project** | **Ward(s) affected** | **Works completed (Yes/No)** |
| | | |
| CCTV CAMERAS | Ward 05 | No |
| INFORMAL TRADING STALLS SWARTDAM TRADING | Ward 05 | Yes |
| ZWELIHLE LIBRARY | Ward 05 | No |
| UPGRADING WARD 5 PLAY PARK | Ward 05 | Yes |
| SIDEWALKS | Ward 05 | Yes |
| HIGHMAST LIGHTS | Ward 05 | No |
| SEWERAGE BYPASS IN SIPUMELELO CORRIDOR | Ward 05 | No |
| STORMWATER DRAINAGE | Ward 05 | Yes |
| STORMWATER-LIBRARY LINK & SIPUMELELO CORRIDOR UPGRADE | Ward 05 | No |
| | | |
| SAFEGUARDING (FENCING) OF WARD 06 ELECTRICAL MINI SUBSTATION | Ward 06 | No |
| CCTV CAMERAS | Ward 06 | No |
| UPGRADING OF ZWELIHLE TAXI RANK STALLS | Ward 06 | No |
| SIDEWALKS | Ward 06 | Yes |
| EMERGENCY HOUSING PROJECT SCHULPHOEK | Ward 06 | No |
| EMERGENCY HOUSING PROJECT SCHULPHOEK | Ward 06 | No |
| EMERGENCY HOUSING PROJECT SCHULPHOEK | Ward 06 | No |
| SEWERAGE PEACH HOUSE PRECINT UPGRADE | Ward 06 | No |
| UPGRADE STORMWATER NETWORK | Ward 06 | Yes |
| STORMWATER-TAXI RANK TO SIPUMELELO CORRIDOR UPGRADE | Ward 06 | No |
| HERMANUS NEW WASTE MANAGEMENT FACILITY(F3/3) | Ward 06 | No |
| | | |
| DEVELOPMENT AND UPGRADING OF ROADS SIDEWALKS AND PARKING AREAS | Ward 07 | Yes |
| TARRING OF EXISTING GRAVEL ROADS IN SANDBAAI PERLEMOEN/GALJOEN ST | Ward 07 | Yes |
| | | |
| CCTV CAMERAS | Ward 08 | No |
| CCTV CAMERAS | Ward 08 | No |
| HAWSTON INDUSTRIAL BUSINESS HUB | Ward 08 | No |
| HAWSTON "LANG ERWE": TRANSFERS | Ward 08 | No |
| UPGRADE HAWSTON SPORT COMPLEX (F1/2) | Ward 08 | Yes |
| UPGRADE HAWSTON SPORT COMPLEX (F2/2) | Ward 08 | No |
| HAWSTON: UPGRADE INTERSECTION R43/GEORGE VILJOEN STREET | Ward 08 | No |
| HAWSTON: UPGRADE INTERSECTION R43/GEORGE VILJOEN STREET | Ward 08 | No |
| TRAFFIC CALMING | Ward 08 | Yes |
| CURBING AND TARRING OF SIDEWALKS | Ward 08 | Yes |
| DEVELOPMENT AND CONSTRUCTION OF PARKING AREA AT ERF 1229 FOR CEMETERY | Ward 08 | Yes |
| EXTENSION OF PLEIN STREET | Ward 08 | No |
| HAWSTON PAVING TARRING OF CIRCLES | Ward 08 | Yes |
| STREET LIGHTS | Ward 08 | Yes |

| Capital Programme by Project by Ward: Year 2020/21 | | |
|---|---|---|
| R' 000 | | |
| **Capital Project** | **Ward(s) affected** | **Works completed (Yes/No)** |
| HAWSTON: MV & LV UPGRADE/REPLACEMENT (F1/2) | Ward 08 | No |
| STORMWATER AND TARRING OF CIRCLES | Ward 08 | No |
| EXTENTION OF PLEIN STREET | Ward 08 | No |
| BINS | Ward 08 | No |
| | | |
| SAFETY CAMERAS AT ENTRANCES OF TOWN | Ward 09 | No |
| PURCHASE OF ERF 4013-BETTY'S BAY | Ward 09 | No |
| OUTDOOR GYM EQUIPMENT MOUNTAIN VIEW BOWLS CLUB AREA | Ward 09 | Yes |
| WALKWAY TO PALMIET BEACH | Ward 09 | Yes |
| Capital 2019/20 WIP - NETBALL CLUBHOUSE EXTENSION (CHANGE ROOMS) | Ward 09 | No |
| SPEED CALMING MEASURES | Ward 09 | Yes |
| STONEWALL OR SIDEWALK AT MAIN BEACH AREA | Ward 09 | Yes |
| KLEINMOND: MV & LV NETWORK UPGRADE (F1/3) | Ward 09 | No |
| ACCESS ROADS TO KLEINMOND BUFFELS RIVER WTW UPGRADE | Ward 09 | Yes |
| KLEINMOND SEWER NETWORK EXTENSION (F1/2) | Ward 09 | No |
| REHABILITATE MAIN BULK SEWER TO WWTW PH1 | Ward 09 | Yes |
| SAFETY CAMERAS | Ward 09 | No |
| RETAINING WALL SECTION 9TH AVENUE SPAR | Ward 09 | Yes |
| | | |
| CCTV CAMERAS-BETTY'S BAY | Ward 10 | No |
| KITCHEN EQUIPMENT OVERHILLS COMMUNITY HALL | Ward 10 | Yes |
| CEMETERY INFRASTRUCTURE | Ward 10 | Yes |
| DISABLED FRIENDLY FOOTPATH IN NATURE RESERVE ROOIELS | Ward 10 | Yes |
| PAVING OF ANEMONE ROAD | Ward 10 | Yes |
| NEW RESERVOIR FOR PRINGLE BAY (F1/3) | Ward 10 | Yes |
| KLEINMOND WWTW REFURBISH UPGRADE | Ward 10 | No |
| STORMWATER NETWORK | Ward 10 | Yes |
| STORMWATER NETWORK | Ward 10 | Yes |
| STORMWATER - OVERHILLS | Ward 10 | Yes |
| HIGH RISK PARAMETER FENCING KLEINMOND TRANSFER STATION | Ward 10 | Yes |
| HIGH RISK FENCING SOLID WASTE TRANSFER STATION | Ward 10 | Yes |
| PLAYPARK EQUIPMENT DAWIDSKRAAL & MALKOPSVLEI | Wards 10 | No |
| MOOIUITSIG PLAY GROUND | Wards 10 | Yes |
| PLAYPARK EQUIPMENT PROTEADORP | Wards 10 | Yes |
| BUS STOPS INCL. REPAIRING REPLACEMENT OF ONE AT SIYABULELA OVERHILLS & MOOIUITSIG | Wards 10 | Yes |
| | | |
| CCTV CAMERAS | Ward 11 | No |
| CCTV CAMERAS | Ward 11 | No |
| CCTV CAMERAS | Ward 11 | No |
| TRAFFIC CALMING | Ward 11 | Yes |
| NEW SIDEWALKS | Ward 11 | Yes |

| Capital Programme by Project by Ward: Year 2020/21 | | |
|---|---|---|
| R' 000 | | |
| **Capital Project** | **Ward(s) affected** | **Works completed (Yes/No)** |
| NEW SIDEWALKS | Ward 11 | Yes |
| STANFORD (MARKPLEIN, LANGMARK,KORTMARK | Ward 11 | Yes |
| STANFORD TARRING DE BRUYN STREET | Ward 11 | Yes |
| REFURBISH ELECTRICAL PANEL STANFORD EYE FOUNTAIN | Ward 11 | Yes |
| STANFORD HOUSING PROJECT BULK STORMWATER | Ward 11 | Yes |
| STORMWATER AD-HOC PROTEA STREET | Ward 11 | Yes |
| STORMWATER AD-HOC | Ward 11 | Yes |
| UPGRADE OF PUBLIC BOAT LAUNCHING SITE ABLUTIONS DU TOIT STREET | Wards 11 | No |
| | | |
| ZITHANDE STREET LIGHTS | Ward 12 | No |
| SEWERAGE BYPASS IN SIPUMELELO CORRIDOR | Ward 12 | No |
| STORMWATER-AMANDLA STREET LINK TO SIPUMELELELO CORRIDOR | Ward 12 | No |
| CCTV CAMERAS | Wards 12 | No |
| UPGRADING WARD 12 PLAY PARKS | Wards 12 | Yes |
| UPGRADING SIYAKHA EDUCARE CENTRE PLAY PARK | Wards 12 | Yes |
| | | |
| ABLUTION FACILITIES ONRUS SWIMMING BEACH PHASE 2 (F1/2) | Ward 13 | No |
| FENCING DOG PARK | Ward 13 | No |
| CONSTRUCTION AND UPGRADING OF ATLANTIC DRIVE | Ward 13 | Yes |
| TRAFFIC CALMING | Ward 13 | Yes |
| STREET LIGHTS | Ward 13 | Yes |
| UPGRADING OF KIDBROOKE PIPELINE (F1/4) | Ward 13 | Yes |
| | | |
| FKRAAL KBAAI BHEAD NEW 66 11KV SUBSTATION (F2/4) | Multi-ward Gb Area | No |
| STORMWATER NETWORK UPGRADE | Multi-ward Gb Area | Yes |
| UPGRADE STORMWATER NETWORK | Multi-ward Gb Area | No |
| ZWELIHLE SEWER (F1/4) | Multi-ward HM Area | No |
| SEWER NETWORK UPGRADE | Multi-ward HM Area | No |
| STORMWATER NETWORK UPGRADE | Multi-ward HM Area | No |
| STORMWATER NETWORK UPGRADE | Multi-ward HM Area | No |
| BEAUTIFICATION OF ENTRANCES TO KLEINMOND | Multi-ward KM 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** |
| **Sports infrastructure** | With fast growing communities due to land grabs has been putting massive pressure on the need to expand sports fields. Sports field are under pressure with more and more people using them without alternative facilities to ease pressure on one facility. | Municipalities like Overstrand rely heavily on government grants/funding to development or upgrade sports infrastructure. If there's no funding coming into the fiscus we run a risk of experiencing civil unrest which more often than not results in existing facilities being destroyed. |
| **Housing:** | The current backlog 30 June 2021 is **12 843** applicants. The Municipality managed to deliver 37**8** new houses in **the Hawston 378 housing project**. We however experienced an increase in the housing demand of 5,65**%** since **1 July 2020**. 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. |

## Appendix R: Declaration of Loans and Grants made by the municipality: 2020/21

| Declaration of Loans and Grants made by the municipality: 2020/21 | | | | | |
|---|---|---|---|---|---|
| **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** | **2020/21** | **2021/22** |
| Maatskaplike Dienste Hermanus | Grant-in-aid | None | 25 | | – |
| Overstrand Association for People with Disabilities | Grant-in-aid | None | 20 | | – |
| Ikamva | Grant-in-aid | None | | | – |
| Whale Coast Conservation | Grant-in-aid | None | | | – |
| Hermanus Botanical Society | Grant-in-aid | None | 7 | | – |
| Kleimond Child Welfare | Grant-in-aid | None | 20 | | – |
| Overstrand Hospice | Grant-in-aid | None | 18 | | – |
| Hangklip Community Care Centre | Grant-in-aid | None | | | – |
| Recycle Swop Shop | Grant-in-aid | None | 20 | | – |

| Declaration of Loans and Grants made by the municipality: 2020/21 | | | | | |
|---|---|---|---|---|---|
| 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 | 2020/21 | 2021/22 |
| 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 | 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 | | | – |
| 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 | | | – |
| Women Action Group | Grant-in-aid | None | | | |
| Stanford Conservation | Grant-in-aid | None | 20 | | – |
| Dyer Island Conservation Trust | Grant-in-aid | None | | | – |
| 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 | 30 | | – |
| Overberg Aquatic Club | | | | | |
| Franskraal Bowling Club | | | 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: 2020/21 | | | | | |
|---|---|---|---|---|---|
| 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 | 2020/21 | 2021/22 |
| Social Services Hermanus | | | | | |
| Gansbaai day care for children | Grant-in-aid | None | – | | |
| Mayor's Charity Fund | | | 132 | | – |
| Hermanus Rainbow Trust | | | – | – | |
| | | | | | |
| Exclude tourism grants - | | | | | |
| | | | | | |

** Loans/Grants - whether in cash or in kind*

** No Grant in Aid Budget for 2020/2021 and 2021/2022*

## Appendix S: MFMA Section 71 Returns Not Made During 2020/21 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 Section 71 returns submitted | - |

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 2021

AUDITOR-GENERAL
SOUTH AFRICA
30 November 2021
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**OVERSTRAND MUNICIPALITY**
**AUDITED ANNUAL FINANCIAL STATEMENTS**

**for the year ended 30 June 2021**

## 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 87, 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**

30 November 2021

AUDITOR-GENERAL
SOUTH AFRICA
30 November 2021
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# Overstrand Municipality

Audited Annual Financial Statements for the year ended 30 June 2021

## General Information

| | |
|---|---|
| **Legal form of entity** | Municipality<br>Demarcation code: WC032 |
| **Nature of business and principal activities** | Local Government |
| **The following is included in the scope of operations** | 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 |
| **Chief Finance Officer (CFO)** | Ms SG Reyneke-Naude |
| **Accounting Officer** | Mr DGI O'Neill |
| **Business address** | Magnolia Street<br>Hermanus<br>Western Cape<br>South Africa<br>7200 |
| **Postal address** | PO Box 20<br>Hermanus<br>Western Cape<br>South Africa<br>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<br>enquiries@overstrand.gov.za<br>www.overstrand.gov.za |



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# Overstrand Municipality
Audited Annual Financial Statements for the year ended 30 June 2021

# Index

The reports and statements set out below comprise the audited annual financial statements presented to the provincial legislature:


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AUDITOR-GENERAL SOUTH AFRICA
30 November 2021
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## Statement of Financial Position as at 30 June 2021

| Figures in Rand | Note(s) | 2021 | 2020 Restated* |
|---|---|---|---|
| **Assets** | | | |
| **Current Assets** | | | |
| Inventories | 11 | 12,736,096 | 10,222,021 |
| Operating lease asset | | 716,721 | 707,968 |
| Receivables from exchange transactions | 14 | 81,061,716 | 82,974,005 |
| VAT receivable | 12 | 16,822,153 | 10,383,534 |
| Receivables from non-exchange transactions | 13 | 41,649,638 | 51,504,388 |
| Other asset | 10 | - | 3,887 |
| Cash and cash equivalents | 15 | 612,722,603 | 653,813,123 |
| | | **765,708,927** | **809,608,926** |
| **Non-Current Assets** | | | |
| Investment property | 2 | 127,537,500 | 122,920,500 |
| Property, plant and equipment | 3 | 3,599,140,994 | 3,485,597,769 |
| Intangible assets | 4 | 8,993,219 | 9,168,010 |
| Heritage assets | 7 | 130,928,197 | 130,928,197 |
| Living resources | 6 | 677,318 | 241,926 |
| Other financial assets | 8 | 54,278,368 | 46,515,060 |
| | | **3,921,555,596** | **3,795,371,462** |
| **Total Assets** | | **4,687,264,523** | **4,604,980,388** |
| **Liabilities** | | | |
| **Current Liabilities** | | | |
| Other financial liabilities | 17 | 53,956,538 | 45,458,487 |
| Payables from exchange transactions | 19 | 140,002,391 | 134,817,579 |
| Consumer deposits | 20 | 42,248,038 | 40,991,840 |
| Employee benefit obligation | 9 | 4,882,000 | 4,679,000 |
| Unspent conditional grants and receipts | 16 | 24,029,735 | 31,132,871 |
| Provisions | 18 | 45,103,730 | 37,781,397 |
| | | **310,222,432** | **294,861,174** |
| **Non-Current Liabilities** | | | |
| Other financial liabilities | 17 | 430,400,209 | 431,474,513 |
| Employee benefit obligation | 9 | 108,533,000 | 92,981,000 |
| Provisions | 18 | 139,278,575 | 117,681,172 |
| | | **678,211,784** | **642,136,685** |
| **Total Liabilities** | | **988,434,216** | **936,997,859** |
| **Net Assets** | | **3,698,830,307** | **3,667,982,529** |
| Reserves | | | |
| Housing development fund | | 3,227,375 | 3,227,164 |
| Accumulated surplus | | 3,695,602,932 | 3,664,755,365 |
| **Total Net Assets** | | **3,698,830,307** | **3,667,982,529** |

* See Note 47



AUDITOR-GENERAL SOUTH AFRICA
30 November 2021
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## Statement of Financial Performance

| Figures in Rand | Note(s) | 2021 | 2020 Restated* |
|---|---|---|---|
| **Revenue** | | | |
| **Revenue from exchange transactions** | | | |
| Service charges | 21 | 733,196,600 | 698,178,653 |
| Rental of facilities and equipment | | 5,033,601 | 5,735,481 |
| Agency services | 23 | 6,164,311 | 4,376,030 |
| Licences and permits | | 2,227,048 | 1,974,981 |
| Other income | 24 | 98,517,694 | 139,226,309 |
| Investment revenue | 25 | 34,748,197 | 53,186,030 |
| Fair value adjustments | 39 | 7,545,308 | 3,889,518 |
| **Total revenue from exchange transactions** | | **887,432,759** | **906,567,002** |
| **Revenue from non-exchange transactions** | | | |
| **Taxation revenue** | | | |
| Property rates | 26 | 261,222,295 | 240,909,593 |
| **Transfer revenue** | | | |
| Government grants and subsidies | 28 | 178,114,223 | 160,532,335 |
| Public contributions and donations | 29 | 23,919,135 | 3,729,771 |
| Fines, penalties and forfeits | 22 | 1,095,303 | 18,210,764 |
| **Total revenue from non-exchange transactions** | | **464,350,956** | **423,382,463** |
| **Total revenue** | | **1,351,783,715** | **1,329,949,465** |
| **Expenditure** | | | |
| Employee related costs | 30 | (437,874,472) | (382,572,151) |
| Remuneration of councillors | 31 | (11,218,781) | (11,282,325) |
| Depreciation and amortisation | 32 | (136,560,469) | (132,739,839) |
| Impairment loss/reversal of impairments | 33 | (3,549,839) | (1,834,594) |
| Finance costs | 34 | (48,805,228) | (46,570,200) |
| Lease rentals on operating lease | | (113,042) | (104,747) |
| Debt impairment | 35 | (7,578,890) | (23,433,836) |
| Bad debts written off | | (4,558,929) | - |
| Bulk purchases | 36 | (298,272,081) | (278,547,666) |
| Contracted services | 37 | (208,095,282) | (178,363,151) |
| Transfers and grants paid | 27 | (8,709,878) | (559,623) |
| Loss on disposal of assets and liabilities | | (144,396) | (1,369,045) |
| Inventories losses/write-downs | | (158,717) | (270,038) |
| Materials | 42 | (45,042,131) | (42,302,080) |
| General expenses | 38 | (110,253,807) | (91,132,564) |
| **Total expenditure** | | **(1,320,935,942)** | **(1,191,081,859)** |
| **Surplus for the year** | | **30,847,773** | **138,867,606** |

* See Note 47



AUDITOR-GENERAL SOUTH AFRICA
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## Statement of Changes in Net Assets

| Figures in Rand | Housing development fund | Accumulated surplus | Total net assets |
|---|---|---|---|
| Opening balance as previously reported | 3,226,953 | 3,528,279,209 | 3,531,506,162 |
| Adjustments | | | |
| Prior year adjustments | - | (2,391,239) | (2,391,239) |
| **Balance at 01 July 2019 as restated*** | **3,226,953** | **3,525,887,970** | **3,529,114,923** |
| Changes in net assets | | | |
| Surplus for the year | - | 138,867,606 | 138,867,606 |
| Transfers to/(from) housing development fund | 211 | (211) | - |
| Total changes | 211 | 138,867,395 | 138,867,606 |
| Opening balance as previously reported | 3,227,164 | 3,670,476,202 | 3,673,703,366 |
| Adjustments | | | |
| Prior year adjustments | - | (5,720,832) | (5,720,832) |
| **Balance at 01 July 2020 as restated*** | **3,227,164** | **3,664,755,370** | **3,667,982,534** |
| Changes in net assets | | | |
| Surplus for the year | - | 30,847,773 | 30,847,773 |
| Transfers to/(from) housing development fund | 211 | (211) | - |
| Total changes | 211 | 30,847,562 | 30,847,773 |
| **Balance at 30 June 2021** | **3,227,375** | **3,695,602,932** | **3,698,830,307** |

* See Note 47



AUDITOR-GENERAL SOUTH AFRICA
30 November 2021
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## Cash Flow Statement

| Figures in Rand | Note(s) | 2021 | 2020 Restated* |
|---|---|---|---|
| **Cash flows from operating activities** | | | |
| **Receipts** | | | |
| Taxation | | 262,671,883 | 238,448,796 |
| Sale of goods and services | | 737,211,498 | 689,210,243 |
| Grants | | 171,011,087 | 181,624,331 |
| Interest income | | 34,748,197 | 53,186,030 |
| Other receipts | | 131,491,889 | 175,338,346 |
| | | 1,337,134,554 | 1,337,807,746 |
| **Payments** | | | |
| Employee costs | | (422,119,472) | (397,738,905) |
| Suppliers | | (298,272,081) | (278,547,666) |
| Finance costs | | (48,805,228) | (46,570,200) |
| Other payments | | (357,718,255) | (295,874,927) |
| | | (1,126,915,036) | (1,018,731,698) |
| **Net cash flows from operating activities** | 43 | **210,219,518** | **319,076,048** |
| **Cash flows from investing activities** | | | |
| Purchase of property, plant and equipment | 3 | (254,108,572) | (209,874,252) |
| Proceeds from sale of property, plant and equipment | 3 | 940,148 | 3,303,151 |
| Purchase of other intangible assets | 4 | (256,221) | (1,017,865) |
| Purchase of living resources | 6 | (435,392) | (164,348) |
| Contributions to financial assets | | (4,877,635) | (4,980,000) |
| Movement in other assets | | 3,887 | 7,491 |
| **Net cash flows from investing activities** | | **(258,733,785)** | **(212,725,823)** |
| **Cash flows from financing activities** | | | |
| Movement in other financial liabilities | | 7,423,747 | 14,275,392 |
| **Net cash flows from financing activities** | | **7,423,747** | **14,275,392** |
| **Net increase/(decrease) in cash and cash equivalents** | | **(41,090,520)** | **120,625,617** |
| Cash and cash equivalents at the beginning of the year | | 653,813,123 | 533,187,506 |
| **Cash and cash equivalents at the end of the year** | 15 | **612,722,603** | **653,813,123** |

* See Note 47



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# Statement of Comparison of Budget and Actual Amounts

Budget on Accrual Basis

| Figures in Rand | Approved budget | Adjustments | Final Budget | Actual amounts on comparable basis | Difference between final budget and actual (%) | Reference |
|---|---|---|---|---|---|---|
| **Statement of Financial Performance** | | | | | | |
| **Revenue** | | | | | | |
| **Revenue from exchange transactions** | | | | | | |
| Service charges | 663,208,769 | 47,000,000 | **710,208,769** | 733,196,600 | **3** | |
| Rental of facilities | 7,807,780 | - | **7,807,780** | 5,033,601 | **(36)** | Note 62 |
| Agency services | 4,912,000 | 1,500,000 | **6,412,000** | 6,164,311 | **(4)** | |
| Licences and permits | 2,385,100 | - | **2,385,100** | 2,227,048 | **(7)** | |
| Other income | 109,828,350 | (17,393,371) | **92,434,979** | 98,517,694 | **7** | |
| Interest received | 36,073,400 | (5,023,800) | **31,049,600** | 34,748,197 | **12** | Note 62 |
| **Total revenue from exchange transactions** | **824,215,399** | **26,082,829** | **850,298,228** | **879,887,451** | | |
| **Revenue from non-exchange transactions** | | | | | | |
| **Taxation revenue** | | | | | | |
| Property rates | 262,550,976 | (3,309,976) | **259,241,000** | 261,222,295 | **1** | |
| **Transfer revenue** | | | | | | |
| Government grants and subsidies | 162,459,000 | 25,542,716 | **188,001,716** | 178,114,223 | **(5)** | |
| Public contributions and donations | 1,688,000 | 8,000,001 | **9,688,001** | 23,919,135 | **147** | Note 62 |
| Fines, penalties and forfeits | 29,564,100 | 1 | **29,564,101** | 1,095,303 | **(96)** | Note 62 |
| **Total revenue from non-exchange transactions** | **456,262,076** | **30,232,742** | **486,494,818** | **464,350,956** | | |
| **Total revenue** | **1,280,477,475** | **56,315,571** | **1,336,793,046** | **1,344,238,407** | | |
| **Expenditure** | | | | | | |
| Employee related costs | (437,318,194) | 5,998,894 | **(431,319,300)** | (437,874,472) | **2** | |
| Remuneration of councillors | (11,896,435) | - | **(11,896,435)** | (11,218,781) | **(6)** | |
| Depreciation and amortisation | (141,876,708) | - | **(141,876,708)** | (136,560,469) | **(4)** | |
| Impairment loss/reversal of impairments | - | (1) | **(1)** | (3,549,839) | **100** | Note 62 |
| Finance costs | (51,482,056) | 2,500,000 | **(48,982,056)** | (48,805,228) | **-** | |
| Lease rentals on operating lease | (266,328) | 89,787 | **(176,541)** | (113,042) | **(36)** | Note 62 |
| Debt Impairment | (26,263,461) | - | **(26,263,461)** | (7,578,890) | **(71)** | Note 62 |
| Bad debts written off | - | - | **-** | (4,558,929) | **100** | Note 62 |
| Bulk purchases | (270,260,407) | (32,000,000) | **(302,260,407)** | (298,272,081) | **(1)** | |
| Contracted services | (222,413,976) | (6,877,642) | **(229,291,618)** | (208,095,282) | **(9)** | |
| Transfers and subsidies | (11,694,308) | 2,929,976 | **(8,764,332)** | (8,709,878) | **(1)** | |
| Materials | (47,567,113) | (772,042) | **(48,339,155)** | (45,042,131) | **(7)** | |
| General expenses | (120,971,323) | 9,582,717 | **(111,388,606)** | (110,253,807) | **(1)** | |
| **Total expenditure** | **(1,342,010,309)** | **(18,548,311)** | **(1,360,558,620)** | **(1,320,632,829)** | | |
| **Operating surplus** | **(61,532,834)** | **37,767,260** | **(23,765,574)** | **23,605,578** | | |
| Loss on disposal of assets | 15,000 | - | **15,000** | (144,396) | **(1,063)** | Note 62 |
| Fair value adjustments | 7,000,000 | 3,500,001 | **10,500,001** | 7,545,308 | **(28)** | Note 62 |
| Inventories losses/write-downs | - | - | **-** | (158,717) | **100** | Note 62 |
| | **7,015,000** | **3,500,001** | **10,515,001** | **7,242,195** | | |
| **Surplus before taxation** | **(54,517,834)** | **41,267,261** | **(13,250,573)** | **30,847,773** | | |
| **Actual Amount on Comparable Basis as Presented in the Budget and Actual Comparative Statement** | **(54,517,834)** | **41,267,261** | **(13,250,573)** | **30,847,773** | | |



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# Statement of Comparison of Budget and Actual Amounts

Budget on Accrual Basis

| Figures in Rand | Approved budget | Adjustments | Final Budget | Actual amounts on comparable basis | Difference between final budget and actual (%) | Reference |
|---|---|---|---|---|---|---|
| **Statement of Financial Position** | | | | | | |
| **Assets** | | | | | | |
| **Current Assets** | | | | | | |
| Inventories | 9,540,152 | - | **9,540,152** | 12,736,096 | **33** | Note 62 |
| Operating lease asset | - | - | **-** | 716,721 | **100** | Note 62 |
| Receivables from exchange transactions | 34,983,348 | 3,644 | **34,986,992** | 81,061,716 | **132** | Note 62 |
| Receivables from non-exchange transactions | - | - | **-** | 41,649,638 | **100** | Note 62 |
| VAT receivable | - | - | **-** | 16,822,153 | **100** | Note 62 |
| Consumer debtors | 83,888,844 | 602,176 | **84,491,020** | - | **(100)** | Note 62 |
| Other asset | 3,088 | (3,088) | **-** | - | **-** | |
| Cash and cash equivalents | 485,811,628 | 64,317,145 | **550,128,773** | 612,722,603 | **11** | Note 62 |
| | **614,227,060** | **64,919,877** | **679,146,937** | **765,708,927** | | |
| **Non-Current Assets** | | | | | | |
| Investment property | 121,846,000 | - | **121,846,000** | 127,537,500 | **5** | |
| Property, plant and equipment | 3,790,408,446 | (147,834,258) | **3,642,574,188** | 3,599,140,994 | **(1)** | |
| Intangible assets | 4,753,092 | - | **4,753,092** | 8,993,219 | **89** | Note 62 |
| Heritage assets | - | 130,928,197 | **130,928,197** | 130,928,197 | **-** | |
| Living resources | - | - | **-** | 677,318 | **100** | Note 62 |
| Other financial assets | 65,460,010 | (11,000,000) | **54,460,010** | 54,278,368 | **-** | |
| Other assets | 556 | (556) | **-** | - | **-** | |
| | **3,982,468,104** | **(27,906,617)** | **3,954,561,487** | **3,921,555,596** | | |
| **Total Assets** | **4,596,695,164** | **37,013,260** | **4,633,708,424** | **4,687,264,523** | | |
| **Liabilities** | | | | | | |
| **Current Liabilities** | | | | | | |
| Other financial liabilities | 52,750,667 | 1,205,023 | **53,955,690** | 53,956,538 | **-** | |
| Payables from exchange transactions | 104,604,073 | (5,648,632) | **98,955,441** | 140,002,391 | **41** | Note 62 |
| Consumer deposits | 62,074,270 | - | **62,074,270** | 42,248,038 | **(32)** | Note 62 |
| Employee benefit obligation | - | - | **-** | 4,882,000 | **100** | Note 62 |
| Unspent conditional grants and receipts | - | - | **-** | 24,029,735 | **100** | Note 62 |
| Provisions | 35,286,422 | - | **35,286,422** | 45,103,730 | **28** | Note 62 |
| | **254,715,432** | **(4,443,609)** | **250,271,823** | **310,222,432** | | |
| **Non-Current Liabilities** | | | | | | |
| Other financial liabilities | 430,259,908 | 141,547 | **430,401,455** | 430,400,209 | **-** | |
| Employee benefit obligation | - | - | **-** | 108,533,000 | **100** | Note 62 |
| Provisions | 256,984,992 | - | **256,984,992** | 139,278,575 | **(46)** | Note 62 |
| | **687,244,900** | **141,547** | **687,386,447** | **678,211,784** | | |
| **Total Liabilities** | **941,960,332** | **(4,302,062)** | **937,658,270** | **988,434,216** | | |
| **Net Assets** | **3,654,734,832** | **41,315,322** | **3,696,050,154** | **3,698,830,307** | | |
| **Net Assets** | | | | | | |
| **Reserves** | | | | | | |
| Housing development fund | 3,345,000 | - | **3,345,000** | 3,227,375 | **(4)** | |
| Accumulated surplus | 3,651,389,832 | 41,315,322 | **3,692,705,154** | 3,695,602,932 | **-** | |
| **Total Net Assets** | **3,654,734,832** | **41,315,322** | **3,696,050,154** | **3,698,830,307** | | |



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## Statement of Comparison of Budget and Actual Amounts

Budget on Accrual Basis

| Figures in Rand | Approved budget | Adjustments | Final Budget | Actual amounts on comparable basis | Difference between final budget and actual (%) | Reference |
|---|---|---|---|---|---|---|
| **Cash Flow Statement** | | | | | | |
| **Cash flows from operating activities** | | | | | | |
| **Receipts** | | | | | | |
| Taxation | 259,512,606 | (3,799,691) | **255,712,915** | 262,671,883 | **3** | |
| Sale of goods and services | 654,533,790 | 46,896,113 | **701,429,903** | 737,211,498 | **5** | |
| Grants | 162,459,200 | 25,542,716 | **188,001,916** | 171,011,087 | **(9)** | |
| Interest income | 36,073,400 | (5,023,800) | **31,049,600** | 34,748,197 | **12** | Note 62 |
| Other receipts | 131,330,667 | (7,905,586) | **123,425,081** | 131,491,889 | **7** | |
| | **1,243,909,663** | **55,709,752** | **1,299,619,415** | **1,337,134,554** | | |
| **Payments** | | | | | | |
| Employee costs | (435,324,953) | 6,082,563 | **(429,242,390)** | (422,119,472) | **(2)** | |
| Suppliers | (270,260,407) | (32,000,000) | **(302,260,407)** | (298,272,081) | **(1)** | |
| Finance costs | (10,381,318) | (41,100,738) | **(51,482,056)** | (48,805,228) | **(5)** | |
| Transfers and subsidies paid | - | (8,680,000) | **(8,680,000)** | (8,709,878) | **-** | |
| Other expenditure | (603,595,535) | 269,276,142 | **(334,319,393)** | (349,008,376) | **4** | |
| | **(1,319,562,213)** | **193,577,967** | **(1,125,984,246)** | **(1,126,915,035)** | | |
| **Net cash flows from operating activities** | **(75,652,550)** | **249,287,719** | **173,635,169** | **210,219,519** | | |
| **Cash flows from investing activities** | | | | | | |
| Purchase of property, plant and equipment | (303,738,440) | 23,652,060 | **(280,086,380)** | (254,108,573) | **(9)** | |
| Proceeds from sale of property, plant and equipment | 7,000,000 | (7,000,000) | **-** | 940,149 | **100** | Note 62 |
| Purchase of other intangible assets | - | - | **-** | (256,221) | **(100)** | Note 62 |
| Contributions financial assets | (7,574,807) | 2,594,807 | **(4,980,000)** | (4,877,636) | **(2)** | |
| Purchase of living resources | - | - | **-** | (435,392) | **(100)** | Note 62 |
| Movement in other assets | 6,587 | 3,644 | **10,231** | 3,887 | **(62)** | Note 62 |
| **Net cash flows from investing activities** | **(304,306,660)** | **19,250,511** | **(285,056,149)** | **(258,733,786)** | | |
| **Cash flows from financing activities** | | | | | | |
| Movement in other financial liabilities | 7,626,270 | 110,359 | **7,736,629** | 7,423,747 | **(4)** | |
| Net increase/(decrease) in cash and cash equivalents | (372,332,940) | 268,648,589 | **(103,684,351)** | (41,090,520) | | |
| Cash and cash equivalents at the beginning of the year | 585,426,394 | 68,386,729 | **653,813,123** | 653,813,123 | **-** | |
| **Cash and cash equivalents at the end of the year** | **213,093,454** | **337,035,318** | **550,128,772** | **612,722,603** | | |



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# Accounting Policies

| Figures in Rand | Note(s) | 2021 | 2020 |
|---|---|---|---|

### 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. Significant judgements include:

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.



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# Accounting Policies

### 1.4 Significant judgements and sources of estimation uncertainty (continued)

Significant judgements include:

**Impairment testing**

The municipality reviews and tests the carrying value of assets when events or changes in circumstances suggest that the carrying amount may not be recoverable. Assets are grouped at the lowest level for which identifiable cash flows are largely independent of cash flows of other assets and liabilities. If there are indications that impairment may have occurred, estimates are prepared of expected future cash flows for each group of assets. Expected future cash flows used to determine the value in use of goodwill and tangible assets are inherently uncertain and could materially change over time. They are significantly affected by a number of factors.

**Provisions**

Provisions were raised and management determined an estimate based on the information available. Additional disclosure of these estimates of provisions are included in note 18 - 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.



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# Accounting Policies

### 1.5 Investment property (continued)

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.

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 operation 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 |
|---|---|---|
| Buildings | Straight line | 5 to 30 |
| Plant and machinery | Straight-line | 5 to 25 |
| Furniture and fixtures | Straight line | 2 to 15 |
| Motor vehicles | Straight line | 10 to 50 |
| 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 |
| Community assets | Straight-line | 5 to 50 |

The municipality assesses at each reporting date whether there is any indication that the municipality 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.



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# Accounting Policies

### 1.6 Property, plant and equipment (continued)

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.

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 41).

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 | Depreciation 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 an municipality's operations that is shown as a single item for the purpose of disclosure in the audited annual financial statements.



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# Accounting Policies

### 1.8 Heritage assets (continued)

Cost is the amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire an asset at the time of its acquisition or construction or, where applicable, the amount attributed to that asset when initially recognised in accordance with the specific requirements of other Standards of GRAP.

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Heritage assets are assets that have a cultural, environmental, historical, natural, scientific, technological or artistic significance and are held indefinitely for the benefit of present and future generations.

An inalienable item is an asset that 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 41).

The municipality discloses relevant information relating to assets under construction or development, in the notes to the financial statements (see note 7).

**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 asset 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 item is derecognised.



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# Accounting Policies

### 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.

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 |
| Long term receivables | Financial asset measured at amortised cost |
| Cash and cash equivalents | Financial asset measured at amortised cost |
| Other financial assets | Financial asset measured at fair value |

The municipality has the following types of financial liabilities (classes and category) as reflected on the face of the statement of financial position or in the notes thereto:

| Class | Category |
|---|---|
| Other financial liabilities | Financial liability measured at amortised cost |
| Payables from exchange 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.

**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.



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# Accounting Policies

### 1.9 Financial instruments (continued)

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.

**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.



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# Accounting Policies

### 1.9 Financial instruments (continued)

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.

**Initial measurement**

The municipality initially measures statutory receivables at their transaction amount.

**Subsequent measurement**

The municipality measures statutory receivables after initial recognition using the cost method. Under the cost method, the initial measurement of the receivable is 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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# Accounting Policies

### 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.

### 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.

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.



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# Accounting Policies

### 1.13 Construction contracts and receivables (continued)

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 an entity's actions where by an established pattern of past practice, published policies or a sufficiently specific current statement, the entity has indicated to other parties that it will accept certain responsibilities and as a result, the entity has created a valid expectation on the part of those other parties that it will discharge those responsibilities.



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# Accounting Policies

**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 cellphones) for current employees.

The expected cost of compensated absences is recognised as an expense as the employees render services that increase their entitlement or, in the case of non-accumulating absences, when the absence occurs. The entity 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 entity recognises the expected cost of bonus, incentive and performance related payments when the entity 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 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 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 on retirement to certain employees. An annual charge to income is made to cover both these liabilities.

The amount recognised as a liability for other long-term employee benefits is the net total of the following amounts:

- the present value of the defined benefit obligation at the reporting date;
- minus the fair value at the reporting date of plan assets (if any) out of which the obligations are to be settled directly.

The municipality shall recognise the net total of the following amounts as expense or revenue, except to the extent that another Standard requires or permits their inclusion in the cost of an asset:



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# Accounting Policies

**1.15 Employee benefits (continued)**

- 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 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 45.

**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.

**Measurement**

Revenue is measured at the fair value of the consideration received or receivable, net of trade discounts and volume rebates.



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# Accounting Policies

### 1.18 Revenue from exchange transactions (continued)

**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.

**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.



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# Accounting Policies

### 1.18 Revenue from exchange transactions (continued)

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.

### 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.

**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.



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# Accounting Policies

### 1.19 Revenue from non-exchange transactions (continued)

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.

### 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.



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# Accounting Policies

### 1.21 Accounting by principals and agents (continued)

**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.

### 1.23 Unauthorised expenditure

Unauthorised expenditure means:

- overspending of a vote or a main division within a vote; and

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.



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### 1.23 Unauthorised expenditure (continued)

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

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

Irregular expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No.56 of 2003), the Municipal Systems Act (Act No.32 of 2000), and the Public Office Bearers Act (Act No. 20 of 1998) or is in contravention of the economic entity's supply chain management policy.

Irregular expenditure is accounted for in line with all relating requirements, including, but not limited to, ruling Legislation, Regulations, Frameworks, Circulars, Instruction Notes, Practice Notes, Guidelines etc (as applicable).

According to section 1 of the MFMA: "irregular expenditure", in relation to a municipality or municipal entity, means -

- 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
- 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
- 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
- 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.

### 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.



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# Accounting Policies

### 1.27 Internal reserves

**Self-insurance reserve**

The municipality has a self-insurance fund 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 fund 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 fund.

### 1.28 Segment information

A segment is an activity of an entity:

- that generates economic benefits or service potential (including economic benefits or service potential relating to transactions between activities of the same entity);
- whose results are regularly reviewed by management to make decisions about resources to be allocated to that activity and in assessing its performance; and
- for which separate financial information is available.

Reportable segments are the actual segments which are reported on in the segment report. They are the segments identified above or alternatively an aggregation of two or more of those segments where the aggregation criteria are met.

**Measurement**

The amount of each segment item reported is the measure reported to management for the purposes of making decisions about allocating resources to the segment and assessing its performance. Adjustments and eliminations made in preparing the entity's financial statements and allocations of revenues and expenses are included in determining reported segment surplus or deficit only if they are included in the measure of the segment's surplus or deficit that is used by management. Similarly, only those assets and liabilities that are included in the measures of the segment's assets and segment's liabilities that are used by management are reported for that segment. If amounts are allocated to reported segment surplus or deficit, assets or liabilities, those amounts are allocated on a reasonable basis.

On the first time adoption of GRAP 18, comparative segment information has not been presented in terms of the transitional provisions contained in Directive 3.

### 1.29 Budget information

Municipality are typically subject to budgetary limits in the form of appropriations or budget authorisations (or equivalent), which is given effect through authorising legislation, appropriation or similar.

General purpose financial reporting by municipality shall provide information on whether resources were obtained and used in accordance with the legally adopted budget.

The approved budget is prepared on a accrual basis and presented by functional classification linked to performance outcome objectives.

The approved budget covers the fiscal period from 2020/07/01 to 2021/06/30.

The budget for the economic entity includes all the entities approved budgets under its control.

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 comparative and actual information has been included in the audited annual financial statements as the recommended disclosure when the audited annual financial statements and the budget are on the same basis of accounting.

Differences above 10% will be explained in note 62.



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# Accounting Policies

### 1.29 Budget information (continued)

Comparative information is not required.

### 1.30 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.

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.

### 1.31 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.

### 1.32 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.



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# Accounting Policies

**1.32 Service concession arrangements: Entity as grantor (continued)**

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.

**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.



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# Accounting Policies

### 1.32 Service concession arrangements: Entity as grantor (continued)

**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.

**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.

### 1.33 Living and non-living resources

Living resources are those resources that undergo biological transformation.

Non-living resources are those resources, other than living resources, that occur naturally and have not been extracted.

Biological transformation (for purposes of this Standard) comprises the processes of growth, degeneration, production, and procreation that cause qualitative or quantitative changes in a living resource.



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# Accounting Policies

**1.33 Living and non-living resources (continued)**

Carrying amount is the amount at which an asset is recognised after deducting any accumulated depreciation and accumulated impairment losses.

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 development and, where applicable, the amount attributed to the asset when initially recognised in accordance with the specific requirements of other Standards of GRAP.

Depreciation is the systematic allocation of the depreciable amount of an asset over its useful life.

Depreciable amount is the cost of an asset, or other amount substituted for cost, less its residual value.

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.

**Recognition**

Non-living resources, other than land, are not recognised as assets. Required information are disclosed in the notes to the audited annual financial statements.

A living resource is recognised 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.

Where the municipality is required in terms of legislation or similar means to manage a living resource, but it does not meet the definition of an asset because control of the resource cannot be demonstrated, relevant information are disclosed in the notes to the audited annual financial statements.

Where the municipality holds a living resource that meets the definition of an asset, but which does not meet the recognition criteria, relevant information are disclosed in the notes to the audited annual financial statements. When the information about the cost or fair value of the living resource becomes available, the municipality recognise, from that date, the living resource and apply the measurement principles.

**Measurement at recognition**

A living resource that qualifies for recognition as an asset is measured at its cost.

Where a living resource is acquired through a non-exchange transaction, its cost is measured at its fair value as at the date of acquisition.

The cost of a living resource comprises its purchase price, including import duties and non-refundable purchase taxes, and any costs directly attributable to bringing the living resource to the location and condition necessary for it to be capable of operating in the manner intended by management.

**Measurement after recognition**

**Cost model**

After recognition as an asset, a group of living resources are carried at its cost less any accumulated depreciation and any accumulated impairment losses.

**Depreciation**

Living resources are depreciated and the depreciation charge for each period is recognised in surplus or deficit unless it is included in the carrying amount of another asset, where appropriate.

The depreciable amount of a living resource is allocated on a systematic basis over its useful life.

The municipality assesses at each reporting date whether there is any indication that the entity's expectations about the residual value and the useful life of a living resource 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(s) is accounted for as a change in an accounting estimate.



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# Accounting Policies

**1.33 Living and non-living resources (continued)**

In assessing whether there is any indication that the expected useful life of the living resource has changed, the municipality considers the following indications:

(a) The use of the living resource has changed, because of the following:
- The municipality has changed the manner in which the living resource is used.
- The municipality has made a decision to dispose of the living resource in a future reporting period(s) such that this decision changes the expected period over which the living resource will be used.
- Legislation, government policy or similar means have been amended or implemented during the reporting period that have, or will, change the use of the living resource.
- The living resource was idle or retired from use during the reporting period.

(b) The living resource is approaching the end of its previously expected useful life.

(c) There is evidence that the condition of the living resource improved or declined based on assessments undertaken during the reporting period.

(d) The living resource is assessed as being impaired.

In assessing whether there is any indication that the expected residual value of the living resource has changed, the municipality considers whether there has been any change in the expected timing of disposal of the living resource, as well as any relevant indicators as noted above.

The depreciation method used reflects the pattern in which the future economic benefits or service potential of the living resource is expected to be consumed by the entity.

The depreciation method applied to a living resource is reviewed at least at each reporting date and, if there has been a significant change in the expected pattern of consumption of the future economic benefits or service potential embodied in the living resource, the method is changed to reflect the changed pattern. Such a change is accounted for as a change in an accounting estimate.

The depreciation methods and useful lives of items of living resources have been assessed as follows:

| Item | Depreciation method | Average useful life |
|---|---|---|
| K9 unit dogs | Straight line | 10 |

**Impairment**

The municipality assesses at each reporting date whether there is an indication that the living resource may be impaired. If any such indication exists, the municipality estimates the recoverable amount or the recoverable service amount of the living resource.

Compensation from third parties for living resources that have been impaired, lost or given up, is included in surplus or deficit when the compensation becomes receivable.

**Transfers**

Transfers from living resources are made when the particular asset no longer meets the definition of a living resource and/or is no longer within the scope of this accounting policy.

Transfers to living resources are made when the asset meets the definition of a living resource.

**Derecognition**

The carrying amount of a living resource is derecognised on disposal, or when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from the derecognition of a living resource is included in surplus or deficit when the item is derecognised.



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# Accounting Policies

### 1.34 Offsetting

Assets, liabilities, revenue and expenses have not been offset except when offsetting is required or permitted by a Standard of GRAP.

### 1.35 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 25 | Employee benefits (revised) | To be determined |
| GRAP 104 | Financial instruments (revised) | To be determined |
| iGRAP 7 | The limit on a defined benefit asset, minimum funding requirements and their interaction (revised) | To be determined |
| iGRAP 21 | The effect of past decisions on materiality | To be determined |
| Guideline on Accounting for landfill sites | | To be determined |

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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| Figures in Rand | 2021 | 2020 |
|---|---|---|

### 2. Investment property

| | 2021 | | | 2020 | | |
|---|---|---|---|---|---|---|
| | Cost / Valuation | Accumulated depreciation and accumulated impairment | Carrying value | Cost / Valuation | Accumulated depreciation and accumulated impairment | Carrying value |
| Investment property | 127,537,500 | - | 127,537,500 | 122,920,500 | - | 122,920,500 |

**Reconciliation of investment property - 2021**

| | Opening balance | Transfers | Fair value adjustments | Total |
|---|---|---|---|---|
| Investment property | 122,920,500 | (145,000) | 4,762,000 | 127,537,500 |

**Reconciliation of investment property - 2020**

| | Opening balance | Transfers | Fair value adjustments | Total |
|---|---|---|---|---|
| Investment property | 117,232,500 | (7,200,000) | 12,888,000 | 122,920,500 |

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 | 1,278,628 | 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 41 for repairs and maintenance.

No Investment properties are held as security for liabilities of the municipality and there were no restrictions on the realisability of Investment property or the remittance of revenue and proceeds of disposal.



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### 3. Property, plant and equipment

| | 2021 | | | 2020 | | |
|---|---|---|---|---|---|---|
| | Cost / Valuation | Accumulated depreciation and accumulated impairment | Carrying value | Cost / Valuation | Accumulated depreciation and accumulated impairment | Carrying value |
| Land | 410,959,491 | (425,208) | 410,534,283 | 409,995,646 | (425,208) | 409,570,438 |
| Buildings | 151,806,735 | (68,127,976) | 83,678,759 | 151,806,735 | (64,500,012) | 87,306,723 |
| Plant and machinery | 15,829,271 | (6,962,516) | 8,866,755 | 12,167,162 | (6,386,609) | 5,780,553 |
| Motor vehicles | 119,772,021 | (24,339,621) | 95,432,400 | 99,667,454 | (21,593,732) | 78,073,722 |
| Office equipment | 28,841,867 | (17,842,509) | 10,999,358 | 27,255,958 | (17,082,402) | 10,173,556 |
| Infrastructure | 5,032,258,746 | (2,269,284,826) | 2,762,973,920 | 4,841,442,878 | (2,153,615,992) | 2,687,826,886 |
| Community | 373,814,584 | (147,159,065) | 226,655,519 | 343,970,402 | (137,104,511) | 206,865,891 |
| **Total** | **6,133,282,715** | **(2,534,141,721)** | **3,599,140,994** | **5,886,306,235** | **(2,400,708,466)** | **3,485,597,769** |

**Reconciliation of property, plant and equipment - 2021**

| | Opening balance | Additions | Disposals | Transfers | Work in progress | Depreciation | Impairment loss | Total |
|---|---|---|---|---|---|---|---|---|
| Land | 409,570,438 | 3,765,185 | (1,000,242) | (1,801,098) | - | - | - | 410,534,283 |
| Buildings | 87,306,723 | - | - | - | - | (3,627,964) | - | 83,678,759 |
| Plant and machinery | 5,780,553 | 1,165,794 | - | - | 3,139,854 | (878,915) | (340,531) | 8,866,755 |
| Motor vehicles | 78,073,722 | 21,407,399 | - | - | - | (3,287,436) | (761,285) | 95,432,400 |
| Office equipment | 10,173,556 | 2,888,381 | - | - | - | (1,966,043) | (96,536) | 10,999,358 |
| Infrastructure | 2,687,826,886 | 93,534,550 | - | - | 98,363,226 | (116,314,545) | (436,197) | 2,762,973,920 |
| Community | 206,865,891 | 9,470,630 | - | - | 20,373,553 | (10,054,555) | - | 226,655,519 |
| | **3,485,597,769** | **132,231,939** | **(1,000,242)** | **(1,801,098)** | **121,876,633** | **(136,129,458)** | **(1,634,549)** | **3,599,140,994** |



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### 3. Property, plant and equipment (continued)

**Reconciliation of property, plant and equipment - 2020**

| | Opening balance | Additions | Disposals | Transfers | Work in progress | Depreciation | Impairment loss | Total |
|---|---|---|---|---|---|---|---|---|
| Land | 369,307,977 | 31,461,627 | (10,062) | 8,810,896 | - | - | - | 409,570,438 |
| Buildings | 91,021,014 | - | - | - | - | (3,714,291) | - | 87,306,723 |
| Plant and machinery | 3,923,843 | 2,535,375 | - | - | 165,000 | (778,972) | (64,693) | 5,780,553 |
| Motor vehicles | 61,015,841 | 22,437,207 | (1,461,699) | - | - | (2,683,256) | (1,234,371) | 78,073,722 |
| Office equipment | 8,949,463 | 3,126,760 | - | - | - | (1,826,402) | (76,265) | 10,173,556 |
| Infrastructure | 2,663,849,158 | 13,365,682 | - | - | 124,623,754 | (113,552,443) | (459,265) | 2,687,826,886 |
| Community | 204,522,487 | 181,743 | - | (77,579) | 11,977,105 | (9,737,865) | - | 206,865,891 |
| | **3,402,589,783** | **73,108,394** | **(1,471,761)** | **8,733,317** | **136,765,859** | **(132,293,229)** | **(1,834,594)** | **3,485,597,769** |

**Details of property, plant and equipment sales**

**Proceeds from sale of property, plant and equipment**

| | | |
|---|---|---|
| - Carrying value | 1,000,242 | 1,471,761 |
| - Gain/(loss) on disposal | (60,094) | 1,831,390 |
| | **940,148** | **3,303,151** |

**Reconciliation of Work-in-Progress 2021**

| | Included within Infrastructure | Included within Community | Included within Other PPE | Total |
|---|---|---|---|---|
| Opening balance | 116,949,802 | 9,167,859 | 165,000 | 126,282,661 |
| Additions/capital expenditure | 98,363,226 | 20,373,553 | 3,139,854 | 121,876,633 |
| Transferred to completed items | (83,878,468) | (8,074,574) | - | (91,953,042) |
| | **131,434,560** | **21,466,838** | **3,304,854** | **156,206,252** |



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**3. Property, plant and equipment (continued)**

**Reconciliation of Work-in-Progress 2020**

| | Included within Infrastructure | Included within Community | Included within Other PPE | Total |
|---|---|---|---|---|
| Opening balance | 140,060,242 | 2,272,880 | - | 142,333,122 |
| Additions/capital expenditure | 124,623,754 | 11,977,105 | 165,000 | 136,765,859 |
| Transferred between categories | - | (77,579) | - | (77,579) |
| Transferred to completed items | (147,734,194) | (5,004,547) | - | (152,738,741) |
| | **116,949,802** | **9,167,859** | **165,000** | **126,282,661** |

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.

**Service concession arrangements**

**Service concession arrangement and asset 1 (included in infrastructure above)**

**The overall objective and purpose of the service concession arrangement**

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 has procured 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 specifications. A concession arrangement has been entered into between the municipality and Veolia Water Solutions and Technologies South Africa (Pty) Ltd. 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.

**Significant terms of the service concession arrangement that may affect the amount, timing, and certainty of future cash flows**

This concession arrangement is effective from 8 December 2018 for 15 years.

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 nature and extent of the service concession arrangement are as follows:**

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.

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



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**3. Property, plant and equipment (continued)**

**Changes in the service concession arrangement that occurred during the reporting period**

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.

**Contract breach by either party during the reporting period and the impact thereof for the entity as grantor**

During the reporting period, there were no contract breaches by either party.

**Concession arrangement assets consists of the following:**

| | | |
|---|---|---|
| Water infrastructure - carrying value | 202,897,486 | 210,503,201 |
| Waste water infrastructure - carrying value | 136,252,838 | 145,830,227 |
| | **339,150,324** | **356,333,428** |

**Service concession arrangement and asset 2 (included in infrastructure above)**

**The overall objective and purpose of the service concession arrangement**

The municipality has procured a contractor to manage, operate, monitor and maintain the municipality's Gansbaai landfill site and Gansbaai material recovery facility, Stanford public drop-off facility and Pearly beach drop-off facility for a period of at least 14 years. The scope in the contracting out of the function of operating, maintaining and monitoring the municipality's landfill site and drop-off facilities, to achieve the technical specifications. A concession arrangement has been entered into between the municipality and EnviroServ Waste Management (Pty) Ltd. 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 Gansbaai landfill site and Gansbaai material recovery facility, Stanford public drop-off facility and Pearly beach drop-off facility to achieve the technical specifications.

**Significant terms of the service concession arrangement that may affect the amount, timing, and certainty of future cash flows**

This concession arrangement is effective from 4 February 2019 for 14 years.

The contract price shall be subject to contract price adjustment and the rates and prices tendered in the bill of quantities shall be adjusted monthly.

**The nature and extent of the service concession arrangement are as follows:**

The municipality owns the landfill site and shall continue to own the landfill site for the duration of the contract. The municipality hereby makes available the landfill site, Stanford drop-off facility and Pearly Beach drop-off facility to the operator and grants the operator the right of unrestricted access to and use of facilities 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 contract has been structured as to provide for a 168 months contract period, which is the anticipated date on which the Gansbaai landfill will be full. Should the lifespan extend beyond contract end date, the municipality reserves the right to extend this contract up to the date when the site will be full. Similarly, should the Gansbaai landfill's capacity be depleted before end of contract, this contract will be terminated.

**Changes in the service concession arrangement that occurred during the reporting period**

During the reporting period no changes occured in the service concession arrangement.



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### 3. Property, plant and equipment (continued)

**Contract breach by either party during the reporting period and the impact thereof for the entity as grantor**

During the reporting period, there were no contract breaches by either party.

| **Concession arrangement assets consists of the following:** | | |
|---|---|---|
| Gansbaai landfill site infrastructure - carrying value | 9,525,438 | 8,701,908 |
| Stanford drop-off - carrying value | 1,125,508 | 1,199,389 |
| Pearly Beach drop-off - carrying value | 458,796 | 488,146 |
| | **11,109,742** | **10,389,443** |

See note 41 for repairs and maintenance.

No Property, plant and equipment are held as security for liabilities of the municipality there were no restrictions on title for Property, plant and equipment.

### 4. Intangible assets

| | 2021 | | | 2020 | | |
|---|---|---|---|---|---|---|
| | Cost / Valuation | Accumulated amortisation and accumulated impairment | Carrying value | Cost / Valuation | Accumulated amortisation and accumulated impairment | Carrying value |
| Computer software, other | 10,762,516 | (4,129,297) | 6,633,219 | 10,506,296 | (3,698,286) | 6,808,010 |
| Rights to use naturally occurring assets | 2,360,000 | - | 2,360,000 | 2,360,000 | - | 2,360,000 |
| **Total** | **13,122,516** | **(4,129,297)** | **8,993,219** | **12,866,296** | **(3,698,286)** | **9,168,010** |

**Reconciliation of intangible assets - 2021**

| | Opening balance | Additions | Amortisation | Total |
|---|---|---|---|---|
| Computer software, other | 6,808,010 | 256,221 | (431,012) | 6,633,219 |
| Rights to use naturally occurring assets | 2,360,000 | - | - | 2,360,000 |
| | **9,168,010** | **256,221** | **(431,012)** | **8,993,219** |

**Reconciliation 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** |



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|---|---|---|

### 4. Intangible assets (continued)

**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 Kraai Bosch Plase (Pty) Ltd on 28 May 1999. The useful life of the water right is considered to be indefinite as the contract does not define when the municipality will cease to enjoy the right to use the water from the Kraaibosch dam. There is no reason to believe that the right to the Kraaibosch dam has a limited useful life due to the condition of the dam. Regular assessments are performed to determine whether the conditions that existed at the inception of the contract have changed.

| | | |
|---|---|---|
| Other intangible assets | 5,217,768 | 5,217,768 |

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 and there were no restrictions on title for Intangible assets.

### 5. Non-living resources

**Nature and types of non-living resources for which the entity is responsible**

The municipality has raw water in dams and bore holes that are used in the treatment and distribution of clean water to the community.

**Liabilities and/or contingent liabilities that arise from the non-living resources**

There were no liabilities or contingent liabilities regarding the non-living resources.

**Compensation from third parties included in surplus or deficit**

There were no amounts of compensation from third parties for non-living resources that were given up.

### 6. Living resources

| | 2021 | | | 2020 | | |
|---|---|---|---|---|---|---|
| | Cost / Valuation | Accumulated depreciation and accumulated impairment | Carrying value | Cost / Valuation | Accumulated depreciation and accumulated impairment | Carrying value |
| K9 unit dogs | 677,318 | - | 677,318 | 241,926 | - | 241,926 |

**Reconciliation of living resources - 2021**

| | Opening balance | Increase due to purchases | Total |
|---|---|---|---|
| K9 unit dogs | 241,926 | 435,392 | 677,318 |



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### 6. Living resources (continued)

**Reconciliation of living resources - 2020**

| | Opening balance | Transfers | Work in progress | Total |
|---|---|---|---|---|
| K9 unit dogs | - | 77,579 | 164,347 | 241,926 |

**Pledged as security**

No Living resources are held as security for liabilities of the municipality and there were no restrictions on the entity's use or capacity to sell Living resources.

### 7. Heritage assets

| | 2021 | | | 2020 | | |
|---|---|---|---|---|---|---|
| | 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, coin | 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 2021**

| | Opening balance | Total |
|---|---|---|
| Conservation areas | 130,761,888 | 130,761,888 |
| Stamp collections, military insignia, medals, coin | 166,309 | 166,309 |
| | **130,928,197** | **130,928,197** |

**Reconciliation of heritage assets 2020**

| | Opening balance | Total |
|---|---|---|
| Conservation areas | 130,761,888 | 130,761,888 |
| Stamp collections, military insignia, medals, coin | 166,309 | 166,309 |
| | **130,928,197** | **130,928,197** |

See note 41 for repairs and maintenance.

No Heritage assets are held as security for liabilities of the municipality and there were no restrictions on title and disposal of Heritage assets.

### 8. Other financial assets

| **Designated at fair value** | **Level** | | |
|---|---|---|---|
| Liberty | 1 | 50,183,899 | 43,321,502 |
| Momentum | 1 | 4,094,469 | 3,193,558 |
| | | **54,278,368** | **46,515,060** |
| **Non-current assets** | | | |
| Designated at fair value | | 54,278,368 | 46,515,060 |



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### 8. Other financial assets (continued)

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.

### 9. Employee benefit obligations

**Defined benefit plan**

The plan is a post employment health care 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 2021 by ARCH Actuarial Consulting, Fellow of the Actuarial Society of South Africa, including projections for the 2022 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 | 379 | 372 |
| In-service non-members | 706 | - |
| Continuation members | 93 | 93 |
| | **1,178** | **465** |

**The amounts recognised in the statement of financial position are as follows:**

| **Carrying value** | | |
|---|---|---|
| Present value of the defined benefit obligation-wholly unfunded | (113,415,000) | (97,660,000) |
| Non-current liabilities | (108,533,000) | (92,981,000) |
| Current liabilities | (4,882,000) | (4,679,000) |
| | **(113,415,000)** | **(97,660,000)** |



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### 9. Employee benefit obligations (continued)

**Changes in the present value of the defined benefit obligation are as follows:**

| | | |
|---|---|---|
| Opening balance | 97,660,000 | 112,826,754 |
| Net expense recognised in the statement of financial performance | 15,755,000 | (15,166,754) |
| | **113,415,000** | **97,660,000** |

**Net expense recognised in the statement of financial performance**

| | | |
|---|---|---|
| Current service cost | 3,544,000 | 4,856,095 |
| Interest cost | 9,824,000 | 10,636,757 |
| Actuarial (gains)/losses | 7,023,628 | (26,274,299) |
| Expected return on reimbursement rights | (4,636,628) | (4,385,307) |
| | **15,755,000** | **(15,166,754)** |

**Key assumptions used**

Assumptions used at the reporting date:

| | | |
|---|---|---|
| Discount rates used | 10.00 % | 10.30 % |
| Medical cost trend rates | 6.75 % | 6.37 % |
| Other material actuarial assumptions | 3.04 % | 3.69 % |

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 | 15,651,000 | 11,531,000 |
| Effect on defined benefit obligation | 130,896,017 | 99,220,092 |

Amounts for the current and previous four years are as follows:

| | 2021 | 2020 | 2019 | 2018 | 2017 |
|---|---|---|---|---|---|
| Defined benefit obligation | 113,415,000 | 97,660,000 | 112,826,754 | 102,390,680 | 125,772,990 |

**Defined contribution plan**

It is the policy of the municipality to provide retirement benefits to all its employees. A number of defined contribution plans, all of which are subject to the Pensions Fund Act exist for this purpose.

The municipality is under no obligation to cover any unfunded benefits.



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### 10. Other assets

| | | |
|---|---|---|
| Sportclubs | - | 3,887 |
| **Current assets** | | |
| Other assets | - | 3,887 |

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.

### 11. Inventories

| | | |
|---|---|---|
| Stores and materials | 9,532,613 | 9,058,097 |
| Water for distribution | 205,600 | 142,348 |
| Low cost housing | 3,156,600 | 1,294,804 |
| | 12,894,813 | 10,495,249 |
| Inventories (write-downs) | (158,717) | (273,228) |
| | **12,736,096** | **10,222,021** |

**Inventories recognised as an expense during the period:**

| | | |
|---|---|---|
| Stores and materials | 13,498,214 | 16,704,024 |
| Water for distribution | 40,984,435 | 36,648,587 |
| Low cost housing | - | 197,500 |

No Inventories are held as security for liabilities of the municipality.

### 12. VAT receivable

| | | |
|---|---|---|
| VAT | 16,822,153 | 10,383,534 |

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.



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|---|---|---|
| **13. Receivables from non-exchange transactions** | | |
| **Gross balances** | | |
| Consumer debtors - Rates | 32,255,483 | 32,701,949 |
| Fines | 45,941,702 | 52,913,492 |
| Consumer debtors - Other | 14,299,489 | 12,065,031 |
| Control accounts | 3,239,558 | 3,279,141 |
| | **95,736,232** | **100,959,613** |
| **Less: Allowance for impairment** | | |
| Consumer debtors - Rates | (11,124,666) | (10,121,544) |
| Fines | (38,067,075) | (35,689,925) |
| Consumer debtors - Other | (4,894,853) | (3,643,756) |
| | **(54,086,594)** | **(49,455,225)** |
| **Net balance** | | |
| Consumer debtors - Rates | 21,130,817 | 22,580,405 |
| Fines | 7,874,627 | 17,223,567 |
| Consumer debtors - Other | 9,404,636 | 8,421,275 |
| Control accounts | 3,239,558 | 3,279,141 |
| | **41,649,638** | **51,504,388** |
| **Statutory receivables included in receivables from non-exchange transactions above are as follows:** | | |
| Consumer debtors - Rates | 21,130,817 | 22,580,405 |
| Fines | 7,874,627 | 17,223,567 |
| | **29,005,444** | **39,803,972** |
| **Total receivables from non-exchange transactions** | 41,649,638 | 51,504,388 |
| **Consumer debtors - Rates** | | |
| Current (0 -30 days) | 14,324,423 | 14,901,319 |
| 31 - 60 days | 410,521 | 1,182,662 |
| 61 - 90 days | 271,067 | 680,930 |
| 91 - 120 days | 289,943 | 367,649 |
| 121 - 365 days | 1,418,325 | 1,896,460 |
| > 365 days | 4,416,538 | 3,551,385 |
| | **21,130,817** | **22,580,405** |
| **Fines** | | |
| 121 - 365 days | 1,070,285 | 2,066,666 |
| > 365 days | 6,804,342 | 15,156,901 |
| | **7,874,627** | **17,223,567** |
| **Consumer debtors - Other** | | |
| Current (0 -30 days) | 1,528,721 | 770,712 |
| 31 - 60 days | 142,614 | 38,434 |
| 61 - 90 days | 204,540 | 530,407 |
| 91 - 120 days | 206,752 | 204,076 |
| 121 - 365 days | 921,542 | 896,726 |
| > 365 days | 6,400,467 | 5,980,920 |
| | **9,404,636** | **8,421,275** |



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| Figures in Rand | 2021 | 2020 |
|---|---|---|

### 13. Receivables from non-exchange transactions (continued)

| | | |
|---|---|---|
| **Control accounts** | | |
| Current (0 -30 days) | 3,239,558 | 3,279,141 |
| **Reconciliation of allowance for impairment** | | |
| Balance at beginning of the year | (49,455,225) | (35,512,255) |
| Contributions to allowance | (4,663,655) | (14,014,034) |
| Debt impairment written off against allowance | 32,286 | 71,064 |
| | **(54,086,594)** | **(49,455,225)** |

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.

**Statutory receivables general information**

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 charged on overdue 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 100.17% (2020: 97.59%).

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 44% (2020: 43%).

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 58% (2020: 55%).

### 14. Receivables from exchange transactions

| | | |
|---|---|---|
| **Gross balances** | | |
| Consumer debtors - Electricity | 29,253,427 | 29,294,420 |
| Consumer debtors - Water | 24,968,906 | 27,449,769 |
| Accrued interest | 1,810,904 | 1,250,356 |
| Consumer debtors - Sewerage | 15,101,484 | 14,623,992 |
| Consumer debtors - Refuse | 11,532,774 | 10,528,966 |
| Unbilled revenue | 20,908,379 | 20,864,494 |
| Prepayments | 4,253,186 | 4,038,581 |
| Deposits | 778,758 | 750,710 |
| Consumer debtors - Property rentals | 933,044 | 893,594 |
| | **109,540,862** | **109,694,882** |



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|---|---|---|
| **14. Receivables from exchange transactions (continued)** | | |
| **Less: Allowance for impairment** | | |
| Consumer debtors - Electricity | (10,234,693) | (9,311,821) |
| Consumer debtors - Water | (8,454,746) | (8,906,959) |
| Consumer debtors - Sewerage | (5,339,840) | (4,453,479) |
| Consumer debtors - Refuse | (4,004,880) | (3,643,756) |
| Consumer debtors - Property rentals | (444,987) | (404,862) |
| | **(28,479,146)** | **(26,720,877)** |
| **Net balance** | | |
| Consumer debtors - Electricity | 19,018,734 | 19,982,599 |
| Consumer debtors - Water | 16,514,160 | 18,542,810 |
| Accrued interest | 1,810,904 | 1,250,356 |
| Consumer debtors - Sewerage | 9,761,644 | 10,170,513 |
| Consumer debtors - Refuse | 7,527,894 | 6,885,210 |
| Unbilled revenue | 20,908,379 | 20,864,494 |
| Prepayments | 4,253,186 | 4,038,581 |
| Deposits | 778,758 | 750,710 |
| Consumer debtors - Property rentals | 488,057 | 488,732 |
| | **81,061,716** | **82,974,005** |
| **Electricity** | | |
| Current (0 -30 days) | 12,066,809 | 12,269,096 |
| 31 - 60 days | 361,226 | 1,117,466 |
| 61 - 90 days | 209,250 | 776,810 |
| 91 - 120 days | 165,872 | 400,881 |
| 121 - 365 days | 1,138,926 | 1,121,952 |
| > 365 days | 5,076,651 | 4,296,394 |
| | **19,018,734** | **19,982,599** |
| **Water** | | |
| Current (0 -30 days) | 9,140,530 | 10,629,389 |
| 31 - 60 days | 335,841 | 1,045,527 |
| 61 - 90 days | 198,298 | 783,309 |
| 91 - 120 days | 192,457 | 570,399 |
| 121 - 365 days | 1,275,394 | 1,323,939 |
| > 365 days | 5,371,640 | 4,190,247 |
| | **16,514,160** | **18,542,810** |
| **Accrued interest** | | |
| Current (0 -30 days) | 1,810,904 | 1,250,356 |
| **Sewerage** | | |
| Current (0 -30 days) | 4,622,923 | 5,484,612 |
| 31 - 60 days | 199,873 | 563,528 |
| 61 - 90 days | 143,244 | 377,608 |
| 91 - 120 days | 136,843 | 242,192 |
| 121 - 365 days | 958,388 | 949,679 |
| > 365 days | 3,700,373 | 2,552,894 |
| | **9,761,644** | **10,170,513** |



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### 14. Receivables from exchange transactions (continued)

| | | |
|---|---|---|
| **Refuse** | | |
| Current (0 -30 days) | 5,303,851 | 3,814,542 |
| 31 - 60 days | 133,801 | 388,634 |
| 61 - 90 days | 109,833 | 263,480 |
| 91 - 120 days | 82,213 | 145,352 |
| 121 - 365 days | 506,771 | 557,631 |
| > 365 days | 1,391,425 | 1,715,571 |
| | **7,527,894** | **6,885,210** |
| **Unbilled revenue** | | |
| Current (0 -30 days) | 20,908,379 | 20,864,494 |
| **Prepayments** | | |
| Current (0 -30 days) | 4,253,186 | 4,038,581 |
| **Deposits** | | |
| Current (0 -30 days) | 778,758 | 750,710 |
| **Property rentals** | | |
| Current (0 -30 days) | 243,354 | 237,609 |
| 31 - 60 days | 7,044 | 11,881 |
| 61 - 90 days | 6,351 | 10,475 |
| 91 - 120 days | 3,972 | 8,713 |
| 121 - 365 days | 19,722 | 40,825 |
| > 365 days | 207,614 | 179,229 |
| | **488,057** | **488,732** |
| **Reconciliation of allowance for impairment** | | |
| Balance at beginning of the year | (26,720,877) | (16,448,040) |
| Contributions to allowance | (2,582,481) | (10,860,416) |
| Debt impairment written off against allowance | 824,213 | 587,579 |
| | **(28,479,145)** | **(26,720,877)** |

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 that the credit was initially granted up to the reporting date.

### 15. Cash and cash equivalents

Cash and cash equivalents consist of:

| | | |
|---|---|---|
| Cash on hand | 18,280 | 15,280 |
| Bank balances | 202,463,716 | 143,554,958 |
| Short-term deposits | 410,240,607 | 510,242,885 |
| | **612,722,603** | **653,813,123** |



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### 15. Cash and cash equivalents (continued)

**The municipality had the following bank accounts**

| Account number / description | Bank statement balances | | | Cash book balances | | |
|---|---|---|---|---|---|---|
| | 30 June 2021 | 30 June 2020 | 30 June 2019 | 30 June 2021 | 30 June 2020 | 30 June 2019 |
| ABSA-Cheque-322-000-0035 | 11,862,715 | 21,550,143 | 143,290,292 | 11,862,715 | 21,550,143 | 119,561,244 |
| ABSA-Cheque-405-589-9787 | 1,127 | 1,496 | 11,637 | 1,127 | 1,496 | 11,316 |
| ABSA-Cheque-405-642-0921 | 3,904 | 27,084 | 148,107 | 3,904 | 27,084 | 103,402 |
| ABSA-Cheque-406-657-8021 | 835,828 | 568,255 | 4,054,075 | 835,828 | 568,255 | 4,124,062 |
| ABSA-Cheque-407-298-3157 | - | - | 179,887 | - | - | 177,584 |
| Nedbank-Cheque-119-013-6678 | 210,298,576 | 119,664,328 | (1,840) | 187,795,026 | 120,100,901 | (1,840) |
| Nedbank-Cheque-119-013-6899 | 1,904,294 | 1,267,321 | 7,428 | 1,930,797 | 1,267,321 | - |
| Nedbank-Cheque-119-013-7186 | 33,746 | 10,735 | (3,396) | 33,848 | 10,735 | (3,396) |
| Nedbank-Cheque-119-013-7674 | 471 | 29,023 | - | 471 | 29,023 | - |
| ABSA Call accounts | 210,240,607 | 310,242,885 | 59,199,854 | 210,240,607 | 310,242,885 | 59,199,854 |
| STD Bank Call accounts | - | - | 75,000,000 | - | - | 75,000,000 |
| Nedbank Call accounts | 200,000,000 | 200,000,000 | 275,000,000 | 200,000,000 | 200,000,000 | 275,000,000 |
| Cash on hand | - | - | - | 18,280 | 15,280 | 15,280 |
| **Total** | **635,181,268** | **653,361,270** | **556,886,044** | **612,722,603** | **653,813,123** | **533,187,506** |

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.

### 16. Unspent conditional grants and receipts

**Unspent conditional grants and receipts comprises of:**

| | | |
|---|---|---|
| **Unspent conditional grants and receipts** | | |
| National: Equitable share (COVID-19) | 6,869,707 | - |
| National: Municipal Infrastructure Grant | - | 7,482,233 |
| Provincial: Community Development Workers Grant | - | 112,609 |
| Provincial: Thusong Service Centre Grant | - | 31,960 |
| Provincial: Public Transportation non-motorised Infrastructure Grant | - | 750,000 |
| Provincial: Establishment and Support of K9 unit Grant | 1,931,184 | 1,929,565 |
| Provincial: Financial Capacity Building Grant | 304,217 | 740,000 |
| Unspent public contributions and donations | 14,924,627 | 20,086,504 |
| | **24,029,735** | **31,132,871** |

**Movement during the year**

| | | |
|---|---|---|
| Balance at the beginning of the year | 31,132,871 | 10,040,875 |
| Additions during the year | 59,775,000 | 75,447,486 |
| Income recognition during the year | (65,958,101) | (53,835,490) |
| Re-payment of unspent grants | (920,035) | (520,000) |
| | **24,029,735** | **31,132,871** |

See note 28 for reconciliation of grants from National/Provincial Government and note 29 for public contributions.



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### 17. Other financial liabilities

| | | |
|---|---|---|
| **At amortised cost** | | |
| DBSA Annuity loans | 346,355,038 | 311,579,748 |
| INCA Annuity loans | 7,507,410 | 14,309,044 |
| ABSA Annuity loans | 130,494,299 | 151,044,208 |
| | **484,356,747** | **476,933,000** |
| **Total other financial liabilities** | **484,356,747** | **476,933,000** |
| **Non-current liabilities** | | |
| At amortised cost | 430,400,209 | 431,474,513 |
| **Current liabilities** | | |
| At amortised cost | 53,956,538 | 45,458,487 |

The fair values of the financial liabilities were determined as follows:

- The management of the municipality is of the opinion that the carrying value of financial assets and financial liabilities recorded at amortised cost in the Annual Financial Statements approximate their fair values. The fair value of financial assets and financial liabilities were determined after considering the standard terms and conditions of agreements entered into between the municipality and other parties as well as the current payment ratio 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 48 for maturity analysis of financial liabilities.

### 18. Provisions

**Reconciliation of provisions - 2021**

| | Opening Balance | Additions | Utilised during the year | Total |
|---|---|---|---|---|
| Rehabilitation of tip sites | 103,546,989 | 28,547,454 | (2,486,518) | 129,607,925 |
| Long service awards | 19,287,000 | 3,047,009 | (1,596,009) | 20,738,000 |
| Leave pay | 20,187,473 | 2,056,771 | (986,978) | 21,257,266 |
| Bonuses | 12,138,182 | 402,282 | - | 12,540,464 |
| Gratification | 302,925 | - | (64,275) | 238,650 |
| | **155,462,569** | **34,053,516** | **(5,133,780)** | **184,382,305** |

**Reconciliation of provisions - 2020**

| | Opening Balance | Additions | Utilised during the year | Total |
|---|---|---|---|---|
| Rehabilitation of tip sites | 100,410,148 | 4,002,207 | (865,366) | 103,546,989 |
| 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 |
| Bonuses | 10,420,134 | 1,718,048 | - | 12,138,182 |
| Gratification | 329,191 | - | (26,266) | 302,925 |
| | **142,354,452** | **16,778,427** | **(3,670,310)** | **155,462,569** |

| | | |
|---|---|---|
| Non-current liabilities | 139,278,575 | 117,681,172 |
| Current liabilities | 45,103,730 | 37,781,397 |
| | **184,382,305** | **155,462,569** |



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**18. Provisions (continued)**

**Rehabilitation of tip sites**

Provision is made in terms of the Overstrand Municipality's licensing stipulations on the landfill sites, for the estimated cost of rehabilitating landfill sites. The estimation of landfill sites was conducted by JPCE specialist waste management consultants, independent consultants who are not connected to the municipality.

The costs are determined by calculating the volumes of excavations, materials required and legal requirements according to the footprint of each individual site. The previous year's figures are escalated using the latest CPI. 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 2021 and 2036.

The cost to rehabilitate all identified sites in the Overstrand are estimated at R129,607,925 for the period.

**Long service awards**

A long service award is granted to municipal employees after the completion of fixed periods of continuous service with the municipality. The said award comprises a certain number of vacation leave days which, in accordance with the option exercised by the beneficiary employee, can be converted into a cash amount based on his/her basic salary applicable at the time the award becomes due or, alternatively, credited to his/her vacation leave accrual. The provision represents an estimation of the awards to which employees in the service of the Municipality at 30 June 2021 may become entitled to in future, based on an actuarial valuation performed at 30 June 2021, to the amount of R20,738,000 for the period.

Discount rate:

A discount rate of 9.53% 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 9.53% (2020: 7.69%), a general earnings inflation rate of 5.87% (2020: 4.19%) and a net discount rate of 3.46% (2020: 3.36%).

**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 R21,257,266 for the period.

It is not the municipality's policy to encash leave in the normal course of business, except upon resignation or retirement.

**Bonuses**

Annual bonuses accrues to employees on a monthly basis, subject to certain conditions. The provision is an estimate of the amount due to staff as at the financial year-end, based on assumptions and the estimated cost amounts to R12,540,464 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 R238,650 for the period.



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### 19. Payables from exchange transactions

| | | |
|---|---|---|
| Trade payables | 74,659,212 | 71,304,910 |
| Payments received in advanced | 13,283,148 | 9,519,471 |
| Deferred income | 345,575 | 242,216 |
| Retentions | 11,341,281 | 6,786,567 |
| Accrued interest | 3,622,026 | 4,311,304 |
| Deposits received | 22,684,234 | 16,235,782 |
| Control accounts | 14,066,915 | 26,417,329 |
| | **140,002,391** | **134,817,579** |

Included in the control accounts above is construction contracts liability to the amount of R2,599,044 (2020: R6,923,407).

Contract revenue recognised as revenue for the period was R70,280,059 (2020: R103,747,761).

**Construction contracts in progress at reporting date:**

| | | |
|---|---|---|
| Aggregated amount of cost incurred | 70,280,059 | 72,360,134 |
| Amount of advances received | (66,268,069) | (76,422,119) |
| Amount of retentions | - | - |
| Gross amount due from customers | 2,240,283 | 679,999 |
| Gross amount due to customers | (4,839,328) | (7,603,406) |

### 20. Consumer deposits

| | | |
|---|---|---|
| Electricity | 29,534,373 | 28,992,335 |
| Water | 12,713,665 | 11,999,505 |
| | **42,248,038** | **40,991,840** |

### 21. Service charges

| | | |
|---|---|---|
| Sale of electricity | 442,791,993 | 415,960,047 |
| Sale of water | 131,112,619 | 133,037,237 |
| Sewerage and sanitation charges | 87,093,645 | 80,925,441 |
| Refuse removal | 72,198,343 | 68,255,928 |
| | **733,196,600** | **698,178,653** |

### 22. Fines, Penalties and Forfeits

| | | |
|---|---|---|
| Building Fines | 900 | 5,000 |
| Illegal Connections Fines | 140,855 | 163,596 |
| Law Enforcement Fines | 125,322 | 58,993 |
| Overdue Books Fines | 23,973 | 55,163 |
| Pound Fees Fines | 1,647 | 10,663 |
| Municipal Traffic Fines | 383,356 | 17,764,371 |
| Forfeits | 419,250 | 152,978 |
| | **1,095,303** | **18,210,764** |

### 23. Agency services

| | | |
|---|---|---|
| Vehicle Registration | 6,164,311 | 4,376,030 |



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### 24. Other income

| | | |
|---|---|---|
| Administration charges | 1,568,502 | 302,891 |
| Advertisements | 1,388 | 8,603 |
| Camping fees | 4,506,544 | 5,616,597 |
| Cemeteries and burial fees | 425,213 | 300,814 |
| Cleaning and removals | 84,024 | 91,212 |
| Collection charges | 3,013,678 | 2,524,059 |
| Construction contracts revenue | 70,280,059 | 103,747,761 |
| Development charges | 3,303,566 | 5,654,059 |
| Discounts and early settlements | 41,019 | 19,999 |
| Entrance fees | 49,489 | 55,090 |
| Fire service charges | 253,533 | 445,198 |
| Insurance claims received | 3,001,105 | 11,096,769 |
| Legal fees | 581,888 | 636,963 |
| Library fees | 1,130 | 1,722 |
| Management fees | 1,438,586 | 1,267,284 |
| Materials and equipment | 727,713 | 114,246 |
| Objections and appeals | 9,917 | 11,200 |
| Parking fees | 97,532 | 97,960 |
| Photocopy, print and fax charges | 28,630 | 39,154 |
| Planning and development fees | 7,281,383 | 5,076,267 |
| Private telephone calls | 77,474 | 146,915 |
| Publications | 363,268 | 142,192 |
| Request for information | 76,337 | 54,625 |
| Roadworthy certificates | 619,198 | 512,081 |
| Skills development levy refund | 477,969 | 623,279 |
| Sundry income | 143,459 | 525,037 |
| Training | 64,394 | 114,332 |
| Transport fees | 696 | - |
| | **98,517,694** | **139,226,309** |

### 25. Investment revenue

| | | |
|---|---|---|
| **Interest revenue** | | |
| Short term deposits | 24,196,004 | 35,895,448 |
| Other assets | 97 | 25,707 |
| Bank | 6,280,433 | 10,383,016 |
| Interest charged on trade and other receivables | 4,243,614 | 5,013,945 |
| Interest received - other | 28,049 | 1,867,914 |
| | **34,748,197** | **53,186,030** |

The amount included in Investment revenue arising from exchange transactions amounted to R 4,243,614.

The amount included in Investment revenue arising from non-exchange transactions amounted to R 30,504,583.

### 26. Property rates

**Rates received**

| | | |
|---|---|---|
| Residential | 217,673,294 | 199,686,265 |
| Commercial | 40,538,122 | 37,995,113 |
| Government | 2,319,298 | 2,474,281 |
| Small holdings and farms | 691,581 | 753,934 |
| | **261,222,295** | **240,909,593** |



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### 27. Transfers and grants paid

| | | |
|---|---|---|
| **Other subsidies** | | |
| Low income household subsidies | 58,668 | 59,623 |
| Grants to organisations | - | 500,000 |
| Special rating areas | 8,300,000 | - |
| Bursaries - non employees | 351,210 | - |
| | **8,709,878** | **559,623** |

### 28. Government grants and subsidies

| | | |
|---|---|---|
| **Operating grants** | | |
| Equitable share | 127,452,293 | 106,697,000 |
| National Expanded Public Works Programme | 2,500,000 | 2,635,000 |
| National Financial Management Grant | 1,550,000 | 1,550,000 |
| Provincial Library Grant | 7,651,000 | 7,287,000 |
| Provincial Financial Management Capacity Building Grant | 375,783 | - |
| Provincial Community Development Workers Grant | 187,609 | 17,877 |
| Provincial Main Road Subsidy | 145,000 | 126,000 |
| Provincial Thusong Service Centre Grant | 31,960 | 68,040 |
| Provincial Graduate Internship Grant | - | 35,742 |
| Provincial Municipal Service Delivery and Capacity Building Grant | - | 138,474 |
| National Disaster Relief Grant | - | 111,646 |
| Provincial Establishment and Support of K9 Unit Grant | 1,001,807 | 666,256 |
| Provincial Disaster Management Grant | - | 3,157,447 |
| Provincial LG Support Grant | - | 650,000 |
| | **140,895,452** | **123,140,482** |
| **Capital grants** | | |
| National Integrated National Electrification Programme | 6,000,000 | 7,000,000 |
| National Municipal Infrastructure Grant | 29,100,233 | 24,527,767 |
| Provincial Fire Service Capacity Building Grant | 732,000 | - |
| Provincial Public Transport Non-motorised Infrastructure Grant | 750,000 | 750,000 |
| National Disaster Relief Grant | - | 67,354 |
| Provincial Establishment and Support of K9 Unit Grant | 636,538 | 3,204,179 |
| Provincial Disaster Management Grant | - | 1,842,553 |
| | **37,218,771** | **37,391,853** |
| | **178,114,223** | **160,532,335** |

**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.

| | | |
|---|---|---|
| Current year receipts | 117,318,000 | 106,397,000 |
| Current year receipts (COVID-19) | 17,004,000 | - |
| Conditions met - transferred to revenue | (117,318,000) | (106,397,000) |
| Conditions met - transferred to revenue (COVID-19) | (10,134,293) | - |
| | **6,869,707** | **-** |

Conditions still to be met - remain liabilities (see note 16).



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|---|---|---|

**28. Government grants and subsidies (continued)**

**National Integrated National Electrification Programme**

| | | |
|---|---|---|
| Current year receipts | 6,000,000 | 7,000,000 |
| Conditions met - transferred to revenue | (6,000,000) | (7,000,000) |
| | **-** | **-** |

**National Municipal Infrastructure Grant**

| | | |
|---|---|---|
| Balance unspent at beginning of year | 7,482,233 | - |
| Current year receipts | 21,618,000 | 32,010,000 |
| Conditions met - transferred to revenue | (29,100,233) | (24,527,767) |
| | **-** | **7,482,233** |

Conditions still to be met - remain liabilities (see note 16).

**National Expanded Public Works Programme**

| | | |
|---|---|---|
| Current year receipts | 2,500,000 | 2,635,000 |
| Conditions met - transferred to revenue | (2,500,000) | (2,635,000) |
| | **-** | **-** |

**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**

| | | |
|---|---|---|
| Current year receipts | 7,651,000 | 7,287,000 |
| Conditions met - transferred to revenue | (7,651,000) | (7,287,000) |
| | **-** | **-** |

**Provincial Financial Management Support Grant**

| | | |
|---|---|---|
| Current year receipts | - | 280,000 |
| Re-payment of grant | - | (280,000) |
| | **-** | **-** |

**Provincial Community Development Workers Grant**

| | | |
|---|---|---|
| Balance unspent at beginning of year | 112,609 | - |
| Current year receipts | 75,000 | 148,000 |
| Conditions met - transferred to revenue | (187,609) | (17,877) |
| Debtor | - | (17,514) |
| | **-** | **112,609** |

Conditions still to be met - remain liabilities (see note 16).



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|---|---|---|

**28. Government grants and subsidies (continued)**

**Provincial Main Road Subsidy**

| | | |
|---|---|---|
| Current year receipts | 145,000 | 126,000 |
| Conditions met - transferred to revenue | (145,000) | (126,000) |
| | **-** | **-** |

**Provincial Thusong Service Centre Grant**

| | | |
|---|---|---|
| Balance unspent at beginning of year | 31,960 | - |
| Current year receipts | - | 100,000 |
| Conditions met - transferred to revenue | (31,960) | (68,040) |
| | **-** | **31,960** |

Conditions still to be met - remain liabilities (see note 16).

**Provincial Graduate Internship Grant**

| | | |
|---|---|---|
| Balance unspent at beginning of year | - | 35,742 |
| Conditions met - transferred to revenue | - | (35,742) |
| | **-** | **-** |

**Provincial Fire Service Capacity Building Grant**

| | | |
|---|---|---|
| Current year receipts | 732,000 | - |
| Conditions met - transferred to revenue | (732,000) | - |
| | **-** | **-** |

**Provincial Municipal Service Delivery and Capacity Building Grant**

| | | |
|---|---|---|
| Balance unspent at beginning of year | - | 138,474 |
| Conditions met - transferred to revenue | - | (138,474) |
| | **-** | **-** |

**Provincial Public Transport Non-motorised Infrastructure Grant**

| | | |
|---|---|---|
| Balance unspent at beginning of year | 750,000 | - |
| Current year receipts | - | 1,500,000 |
| Conditions met - transferred to revenue | (750,000) | (750,000) |
| | **-** | **750,000** |

Conditions still to be met - remain liabilities (see note 16).

**National Disaster Relief Grant**

| | | |
|---|---|---|
| Current year receipts | - | 179,000 |
| Conditions met - transferred to revenue | - | (179,000) |
| | **-** | **-** |



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**28. Government grants and subsidies (continued)**

**Provincial Establishment and Support of K9 Unit Grant**

| | | |
|---|---|---|
| Balance unspent at beginning of year | 1,929,565 | 3,800,000 |
| Current year receipts | 2,200,000 | 2,000,000 |
| Conditions met - transferred to revenue | (1,638,346) | (3,870,435) |
| Re-payment of grant | (560,035) | - |
| | **1,931,184** | **1,929,565** |

Conditions still to be met - remain liabilities (see note 16).

**Provincial Disaster Management Grant**

| | | |
|---|---|---|
| Balance unspent at beginning of year | - | 5,000,000 |
| Conditions met - transferred to revenue | - | (5,000,000) |
| | **-** | **-** |

**Provincial LG Support Grant**

| | | |
|---|---|---|
| Current year receipts | - | 650,000 |
| Conditions met - transferred to revenue | - | (650,000) |
| | **-** | **-** |

**Provincial Financial Management Capacity Building Grant**

| | | |
|---|---|---|
| Balance unspent at beginning of year | 740,000 | 600,000 |
| Current year receipts | 300,000 | 380,000 |
| Conditions met - transferred to revenue | (375,783) | - |
| Re-payment of grant | (360,000) | (240,000) |
| | **304,217** | **740,000** |

Conditions still to be met - remain liabilities (see note 16).

**Provincial Human Settlement Development Grant**

| | | |
|---|---|---|
| Current year receipts | 66,268,069 | 115,103,588 |
| Conditions met - transferred to revenue | (70,280,059) | (103,747,761) |
| Debtor-expenditure made in advance | - | (6,981,469) |
| Transfer receipts to construction contracts liability | (66,268,069) | (115,103,588) |
| Transfer expenditure incurred to construction contracts liability | 70,280,059 | 103,747,761 |
| Transfer expenditure in advance to construction contracts liability | - | 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 19 for more details.



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|---|---|---|

### 29. Public contributions and donations

| | | |
|---|---|---|
| Public contributions non-cash | 18,757,257 | 3,564,771 |
| Nature conservation board | - | 165,000 |
| Public contributions cash | 5,161,878 | - |
| | **23,919,135** | **3,729,771** |

**Reconciliation of conditional contributions**

| | | |
|---|---|---|
| Balance unspent at beginning of year | 20,086,504 | 186,659 |
| Current year receipts | 18,757,257 | 23,629,771 |
| Conditions met - transferred to revenue | (23,919,134) | (3,729,926) |
| | **14,924,627** | **20,086,504** |

Conditions still to be met - remain liabilities (see note 16)

### 30. Employee related costs

| | | |
|---|---|---|
| Basic | 254,435,053 | 233,862,004 |
| Bonus | 19,229,224 | 19,184,474 |
| Medical aid - company contributions | 13,950,618 | 13,140,746 |
| UIF | 2,133,614 | 2,036,909 |
| WCA | 1,845,225 | 1,797,827 |
| Leave pay provision charge | 2,056,772 | 6,203,390 |
| Bargaining council | 129,556 | 125,344 |
| Group life | 2,463,167 | 1,589,592 |
| Retirement benefits | 60,861,433 | 26,878,903 |
| Overtime payments | 30,532,362 | 28,522,586 |
| Long-service awards | 3,047,009 | 4,854,782 |
| Acting allowances | 2,131,190 | 1,988,708 |
| Car allowance | 13,032,273 | 12,337,975 |
| Housing benefits and allowances | 2,741,017 | 2,507,011 |
| Cellphone allowances | 2,149,956 | 2,128,312 |
| Scarcity allowances | 3,121,005 | 2,918,916 |
| Standby allowances | 11,805,653 | 10,764,770 |
| Sundry allowances | 173,475 | 161,392 |
| | **425,838,602** | **371,003,641** |

**Remuneration of municipal manager**

| | | |
|---|---|---|
| Annual Remuneration | 1,456,172 | 1,392,820 |
| Car Allowance | 48,000 | - |
| Contributions to UIF, Medical and Pension Funds | 154,052 | 337,589 |
| Entertainment | 4,000 | 11,974 |
| | **1,662,224** | **1,742,383** |

| | | |
|---|---|---|
| Cellphone allowance | 27,540 | 27,540 |
| Performance bonus | - | 135,993 |
| | **27,540** | **163,533** |



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**30. Employee related costs (continued)**

**Remuneration of chief finance officer**

| | | |
|---|---|---|
| Annual Remuneration | 1,425,856 | 1,360,184 |
| Car Allowance | 48,000 | 48,000 |
| Contributions to UIF, Medical and Pension Funds | 330,904 | 310,350 |
| Entertainment | 6,000 | 6,000 |
| | **1,810,760** | **1,724,534** |
| Cellphone allowance | 24,480 | 24,480 |

**Remuneration of Director: Management Services**

| | | |
|---|---|---|
| Annual Remuneration | 1,291,068 | 1,211,041 |
| Car Allowance | 72,000 | 72,000 |
| Contributions to UIF, Medical and Pension Funds | 316,093 | 293,820 |
| Entertainment | 6,000 | 6,000 |
| Housing subsidy | 11,574 | 10,893 |
| | **1,696,735** | **1,593,754** |
| Cellphone allowance | 25,500 | 27,540 |

**Remuneration of Director: Community Services**

| | | |
|---|---|---|
| Annual Remuneration | 1,292,574 | 1,224,542 |
| Car Allowance | 78,000 | 78,000 |
| Contributions to UIF, Medical and Pension Funds | 324,291 | 302,403 |
| Entertainment | 12,000 | 8,082 |
| Computer allowance | 3,912 | 3,912 |
| | **1,710,777** | **1,616,939** |
| Cellphone allowance | 25,755 | 27,540 |

**Remuneration of Director: Infrastructure and Planning**

| | | |
|---|---|---|
| Annual Remuneration | 1,416,504 | 1,351,331 |
| Car Allowance | 36,000 | 36,000 |
| Contributions to UIF, Medical and Pension Funds | 350,674 | 329,191 |
| Entertainment | 12,000 | 12,000 |
| Computer allowance | 4,800 | 4,800 |
| | **1,819,978** | **1,733,322** |
| Cellphone allowance | 27,540 | 27,540 |

**Remuneration of Director: Local Economic Development**

| | | |
|---|---|---|
| Annual Remuneration | 1,497,255 | 1,417,855 |
| Car Allowance | 120,000 | 120,000 |
| Contributions to UIF, Medical and Pension Funds | 53,654 | 45,868 |
| Entertainment | 19,935 | 19,994 |
| | **1,690,844** | **1,603,717** |
| Cellphone allowance | 24,480 | 24,480 |



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### 30. Employee related costs (continued)

**Remuneration of Director: Protection Services**

| | | |
|---|---|---|
| Annual Remuneration | 1,461,288 | 1,378,298 |
| Car Allowance | 120,000 | 120,000 |
| Contributions to UIF, Medical and Pension Funds | 53,264 | 46,575 |
| Entertainment | 10,000 | 8,988 |
| | **1,644,552** | **1,553,861** |
| 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 30 above.

| | | |
|---|---|---|
| Employee related costs for municipal staff | 425,838,602 | 371,003,641 |
| Employee related costs for senior management | 12,035,870 | 11,568,510 |
| | **437,874,472** | **382,572,151** |

### 31. Remuneration of councillors

| | | |
|---|---|---|
| Executive Major | 860,859 | 860,859 |
| Deputy Executive Mayor | 688,688 | 681,347 |
| Mayoral Committee Members [2021: 5; 2020: 5] | 3,225,848 | 3,268,579 |
| Speaker | 685,042 | 693,604 |
| Councillors [2021: 17; 2020: 17] | 4,655,982 | 4,670,027 |
| Cellphone allowance | 1,102,362 | 1,107,909 |
| | **11,218,781** | **11,282,325** |

### 32. Depreciation and amortisation

| | | |
|---|---|---|
| Property, plant and equipment | 136,129,458 | 132,293,229 |
| Intangible assets | 431,011 | 446,610 |
| | **136,560,469** | **132,739,839** |

### 33. Impairment loss/reversal of impairments

| | | |
|---|---|---|
| **Impairments** | | |
| Property, plant and equipment<br>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. | 1,634,549 | 1,834,594 |
| Other receivables<br>Certain receivables were impaired during the year due to being outstanding for more than 5 years and thus deemed unrecoverable. | 2,017,655 | - |
| | **3,652,204** | **1,834,594** |
| **Reversal of impairments** | | |
| Other financial assets<br>The municipality has an investment with New Republic Bank. The bank is under receivership since October 1999. Interest only accrued until 31 December 2007. Management impaired this investment from R2,631,821 to Rnil in the 2010/2011 financial year. The 10th and final dividend was received during the financial year under review. | (102,365) | - |
| **Total impairment losses/(reversals)** | **3,549,839** | **1,834,594** |



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## Notes to the Audited Annual Financial Statements

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|---|---|---|
| **34. Finance costs** | | |
| Current borrowings | 48,805,228 | 46,570,200 |
| **35. Debt impairment** | | |
| Debt impairment | 7,578,890 | 23,433,836 |
| **Debt impairment consists of the following:** | | |
| Fines impairment provision | 3,146,870 | 9,837,630 |
| Consumer debtors impairment provision | 4,432,020 | 13,596,206 |
| | **7,578,890** | **23,433,836** |
| **36. Bulk purchases** | | |
| Electricity - Eskom | 298,189,040 | 278,484,673 |
| Electricity - Self Generation | 83,041 | 62,993 |
| | **298,272,081** | **278,547,666** |
| **37. Contracted services** | | |
| **Outsourced Services** | | |
| Animal Care | 446,310 | 287,786 |
| Burial Services | 7,391 | - |
| Business and Advisory | 284,180 | 496,642 |
| Catering Services | 48,061 | 96,594 |
| Clearing and Grass Cutting Services | 3,041,479 | 1,419,486 |
| Fire Services | 174,474 | 445,357 |
| Hygiene Services | 376,969 | 366,227 |
| Litter Picking and Street Cleaning | 7,222,838 | 4,301,544 |
| Meter Management | 3,850,372 | 2,175,890 |
| Medical Services | 4,200 | - |
| Mini Dumping Sites | 12,176,764 | 13,416,579 |
| Professional Staff | - | 25,130 |
| Connection/Dis-connection | 510,678 | 373,954 |
| Security Services | 460,264 | 242,517 |
| Water and Sewerage Services | 55,767,266 | 51,747,530 |
| Swimming Supervision | 1,751,811 | 1,833,600 |
| Translators, Scribes and Editors | 78,204 | 81,891 |
| Traffic Fines Management | 844,606 | 1,653,003 |
| Veterinary Services | - | 10,072 |
| **Consultants and Professional Services** | | |
| Business and Advisory | 10,070,308 | 5,902,637 |
| Infrastructure and Planning | 11,699,936 | 10,842,937 |
| Laboratory Services | 1,200,107 | 1,629,478 |
| Legal Cost | 3,303,826 | 4,331,071 |



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| Figures in Rand | 2021 | 2020 |
|---|---|---|

**37. Contracted services (continued)**

| | | |
|---|---|---|
| **Contractors** | | |
| Building | 522,242 | 260,551 |
| Chipping | 4,763,322 | 4,099,313 |
| Catering Services | 84,234 | 222,969 |
| Electrical | 268,925 | 465,922 |
| Employee Wellness | 26,851 | 43,858 |
| Event Promoters | 84,337 | 356,173 |
| First Aid | 1,630 | - |
| Fire Protection | 93,011 | 65,843 |
| Fire Services | 1,232,668 | 278,439 |
| Gardening Services | 310,529 | 97,715 |
| Graphic Designers | 62,062 | 37,070 |
| Haulage | 7,689,204 | 7,671,728 |
| Inspection Fees | - | 7,903 |
| Maintenance of Buildings and Facilities | 8,449,102 | 7,271,643 |
| Maintenance of Equipment | 1,824,159 | 1,275,598 |
| Maintenance of Unspecified Assets | 57,679,770 | 45,917,229 |
| Management of Informal Settlements | 2,307,808 | 1,758,224 |
| Medical Services | 52,410 | 48,949 |
| Pest Control and Fumigation | 53,088 | 19,722 |
| Photographer | 3,705 | 7,200 |
| Plants, Flowers and Other Decorations | 5,219 | 7,169 |
| Prepaid Electricity Vendors | 2,322 | 4,130 |
| Traffic and Street Lights | 25,694 | - |
| Transportation | 140,489 | 151,289 |
| Safeguard and Security | 6,063,790 | 4,545,891 |
| Sewerage Services | 2,763,135 | 1,882,191 |
| Sports and Recreation | 260,140 | 186,507 |
| Forestry | 5,392 | - |
| | **208,095,282** | **178,363,151** |

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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|---|---|---|

### 38. General expenses

| | | |
|---|---|---|
| Advertising | 2,372,870 | 1,870,475 |
| Assets expensed | 1,469,335 | 1,597,850 |
| Auditors remuneration | 4,163,568 | 4,851,390 |
| Bank charges | 1,073,471 | 1,176,222 |
| Cleaning | - | 156 |
| Commission paid | 4,569,200 | 4,448,728 |
| Computer expenses | 9,405,527 | 8,292,308 |
| Conferences and seminars | 38,539 | 133,390 |
| Construction contracts expenses | 24,008,929 | 23,647,024 |
| Consulting and professional fees | 1,094,750 | 627,500 |
| Contribution to/(from) provisions | 28,547,455 | 4,002,206 |
| Diesel for boilers | - | 332,232 |
| Drivers license and permits | 37,493 | 20,211 |
| Electricity | 6,256,594 | 6,200,191 |
| Entertainment | 3,362 | 6,465 |
| Eskom connections | - | 6,188,264 |
| Full time union representative | 134,578 | 132,631 |
| Hire | 719,173 | 839,959 |
| Insurance | 3,823,559 | 6,648,486 |
| Land alienation costs | 12,585 | 2,492 |
| Licenses | 101,718 | 2,010 |
| Postage and courier | 1,281,779 | 1,066,126 |
| Reference library | 684,757 | 620,638 |
| Servitudes and land surveys | 12,980 | 8,860 |
| Signage | 73,494 | 29,081 |
| Skills development levies | 3,024,919 | 2,752,493 |
| Subscriptions and membership fees | 4,100,865 | 3,812,872 |
| Telephone and fax | 3,700,979 | 3,221,208 |
| Title deed search fees | 136,879 | 112,991 |
| Training | 1,621,540 | 1,813,233 |
| Transport and freight | 53,470 | 6,000 |
| Travel - local | 351,488 | 876,710 |
| Uniforms | 5,237,016 | 4,233,914 |
| Vehicle tracking fees | 543,185 | 220,908 |
| Ward committee meetings | 497,200 | 323,700 |
| Water management charges | 1,100,550 | 1,013,640 |
| | **110,253,807** | **91,132,564** |

Membership fees paid over to SALGA during the period amounted to R 4,038,581 (2020: R 3,767,999).

### 39. Fair value adjustments

| | | |
|---|---|---|
| Investment property (Fair value model) | 4,762,000 | 12,878,000 |
| Other financial assets | | |
| • Other financial assets (Designated as at FV through P&L) | 2,783,308 | (8,988,482) |
| | **7,545,308** | **3,889,518** |

### 40. Auditors' remuneration

| | | |
|---|---|---|
| Fees | 4,163,568 | 4,851,390 |



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|---|---|---|

### 41. Repairs and maintenance

Repairs and maintenance consists of portions of various expenditure items.

| 2021 | Property, plant and equipment | Investment property | Heritage assets | Total |
|---|---|---|---|---|
| Employee related cost | 101,696,064 | - | - | 101,696,064 |
| Materials | 19,461,510 | - | - | 19,461,510 |
| Contracted services | 80,996,356 | - | - | 80,996,356 |
| Other expenditure | 8,746,960 | - | - | 8,746,960 |
| | **210,900,890** | **-** | **-** | **210,900,890** |

| 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** |

### 42. Materials

| | | |
|---|---|---|
| Material and supplies | 24,892,821 | 25,865,517 |
| Fuel | 15,215,927 | 13,412,728 |
| Consumables | 4,741,495 | 2,822,396 |
| Other | 191,888 | 201,439 |
| | **45,042,131** | **42,302,080** |

### 43. Cash generated from operations

| | | |
|---|---|---|
| Surplus | 30,847,771 | 138,867,610 |
| **Adjustments for:** | | |
| Depreciation and amortisation | 136,560,469 | 132,739,839 |
| Gain/(loss) on sale of assets and liabilities | 144,396 | 1,369,045 |
| Fair value adjustments | (7,545,308) | (3,889,518) |
| Impairment deficit | 3,549,839 | 1,834,594 |
| Debt impairment | 7,578,890 | 23,433,836 |
| Bad debts written off | 4,558,929 | - |
| Movements in operating lease assets and accruals | (8,753) | 13,942 |
| Movements in retirement benefit assets and liabilities | 15,755,000 | (15,166,754) |
| Movements in provisions | 28,919,736 | 13,108,117 |
| **Changes in working capital:** | | |
| Inventories | (652,279) | 995,644 |
| Receivables from exchange transactions | (397,618) | (23,058,493) |
| Receivables from non-exchange transactions | (169,162) | (11,569,538) |
| Payables from exchange transactions | 5,184,820 | 37,469,673 |
| VAT | (8,260,274) | 863,896 |
| Unspent conditional grants and receipts | (7,103,136) | 21,091,996 |
| Consumer deposits | 1,256,198 | 972,159 |
| | **210,219,518** | **319,076,048** |



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|---|---|---|

### 44. Commitments

#### 44.1 Capital commitments

**Authorised capital expenditure**

| | | |
|---|---|---|
| **Expenditure approved and contracted for** | | |
| • Property, plant and equipment | 54,631,765 | 51,554,130 |
| **Expenditure approved but not yet contracted for** | | |
| • Property, plant and equipment | 220,142,782 | 252,184,309 |
| **Total capital commitments** | | |
| Expenditure approved and contracted for | 54,631,765 | 51,554,130 |
| Expenditure approved but not yet contracted for | 220,142,782 | 252,184,309 |
| | **274,774,547** | **303,738,439** |

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.

#### 44.2 Operating lease commitments

**Operating leases - as lessor (income)**

| | | |
|---|---|---|
| **Minimum lease payments due** | | |
| - within one year | 4,094,522 | 3,155,129 |
| - in second to fifth year inclusive | 11,769,008 | 6,993,287 |
| - later than five years | 13,343,042 | 8,638,344 |
| | **29,206,572** | **18,786,760** |

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.

### 45. Contingencies

**Contingent liabilities**

**Kleynhans Family Trust vs Overstrand Municipality**

The applicant filed a notice of motion in the Western Cape High Court requesting that the municipality be ordered to ensure that the Fernkloof Estate is fully protected by electrified fencing that is designed to prevent unauthorised access to the estate.

In February 2015 the High Court found in favour of the Municipality by dismissing the claim with cost. The applicant filed an application for leave to appeal on 4 March 2015. The applicants delivered their Notice of Appeal on 4 September 2015. On 30 June 2016, our attorneys received a notice of application for the allocation of a date for the hearing of an appeal. Appellants have applied on 29 July 2016 for the allocation of a date for the appeal hearing which has been set for 1 February 2017. The court found that there was no ordinate delay or prejudice in this matter, and on this basis the application can not be dismissed. The matter will be kept in abeyance until we receive further information on the applicants next step.

The maximum financial exposure will be R480,000 if settlement is not reached.



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### 46. Related parties

Relationships
Senior management and councillors Refer to note 30 and 31

The municipality entered into related party transactions with management 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 R44,398 (2020: R42,046).

### 47. 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 align 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 aligned to the Standard Chart of Accounts.

Change in accounting policy:

GRAP 110 - Living and non-living resources became effective 1 July 2020 and lead to the municipality implementing this GRAP. All of this was done retrospectively.

**Statement of financial position**

**2019**

| | As previously reported | Correction of error | Restated |
|---|---|---|---|
| Receivables from exchange transactions [3] | 69,405,210 | 30,786 | 69,435,996 |
| Receivables from non-exchange transactions [3] | 53,835,762 | 12,441 | 53,848,203 |
| VAT receivable [3] | 11,212,563 | 34,868 | 11,247,431 |
| Investment property [3] | 117,432,500 | (190,000) | 117,242,500 |
| Property, plant and equipment [3] | 3,405,428,743 | (2,838,960) | 3,402,589,783 |
| Payables from exchange transactions [3] | (97,921,876) | 573,973 | (97,347,903) |
| Provisions [3] | (113,242,881) | (14,346) | (113,257,227) |
| Accumulated surplus [3] | (3,528,279,208) | 2,391,238 | (3,525,887,970) |
| | **(82,129,187)** | **-** | **(82,129,187)** |



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### 47. Prior-year adjustments (continued)

**2020**

| | As previously reported | Correction of error | Change in accounting policy | Re-classification | Restated |
|---|---|---|---|---|---|
| Inventories [3] | 10,218,828 | 3,193 | - | - | 10,222,021 |
| Receivables from exchange transactions [3] | 84,316,064 | (1,342,057) | - | - | 82,974,007 |
| Receivables from non-exchange transactions [3] | 51,557,036 | (52,649) | - | - | 51,504,387 |
| VAT receivable [3] | 10,329,913 | 53,622 | - | - | 10,383,535 |
| Investment property [3] | 123,120,500 | (200,000) | - | - | 122,920,500 |
| Property, plant and equipment [3] | 3,488,697,558 | (2,857,863) | (241,926) | - | 3,485,597,769 |
| Living resources | - | - | 241,926 | - | 241,926 |
| Payables from exchange transactions [3] | (134,897,255) | 79,677 | - | - | (134,817,578) |
| Provisions [3] | (116,276,417) | (1,404,755) | - | - | (117,681,172) |
| Accumulated surplus [3] | (3,670,476,200) | 5,720,832 | - | - | (3,664,755,368) |
| | **(153,409,973)** | **-** | **-** | **-** | **(153,409,973)** |

**Statement of financial performance**

**2020**

| | As previously reported | Correction of error | Re-classification | Restated |
|---|---|---|---|---|
| Property rates [3] | 240,914,417 | (4,824) | - | 240,909,593 |
| Service charges [3] | 699,548,617 | (1,369,964) | - | 698,178,653 |
| Rental income [3] | 5,738,360 | (2,879) | - | 5,735,481 |
| Other income [3] | 139,286,576 | (60,267) | - | 139,226,309 |
| Fair value adjustments [3] | 3,899,518 | (10,000) | - | 3,889,518 |
| Employee related costs [3] | (382,527,443) | (44,708) | - | (382,572,151) |
| Depreciation [3] | (132,723,138) | (2,151) | (14,550) | (132,739,839) |
| Impairment loss [3] | (1,817,842) | (16,752) | - | (1,834,594) |
| Debt impairment [3] | (23,452,590) | 18,754 | - | (23,433,836) |
| Materials [3] | (42,301,753) | (327) | - | (42,302,080) |
| Bulk purchases [3] | (278,484,673) | - | (62,993) | (278,547,666) |
| Contracted services [3] | (177,913,893) | (449,258) | - | (178,363,151) |
| Inventory losses/write-offs [3] | (273,228) | 3,190 | - | (270,038) |
| General expenses [3] | (89,805,148) | (1,390,409) | 62,993 | (91,132,564) |
| Gains/(loss) on sale of assets | (1,383,595) | - | 14,550 | (1,369,045) |
| **Surplus for the year** | **(41,295,815)** | **(3,329,595)** | **-** | **(44,625,410)** |

### 48. Risk management and financial instruments

**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.



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**48. Risk management and financial instruments (continued)**

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 notes 13 and 14 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 | 410,240,607 | 510,242,885 |
| F2 | 54,278,368 | 46,515,060 |
| **Counter parties without external credit rating:** | | |
| **Receivables from exchange and non-exchange transactions** | | |
| Group 1 | 7,874,627 | 17,223,567 |
| Group 3 | 3,239,558 | 3,279,141 |
| Group 4 | 27,751,227 | 26,904,141 |
| **Consumer debtors both exchange and non-exchange transactions** | | |
| Group 1 | 33,881,827 | 31,193,115 |
| Group 2 | 1,142,582 | 3,423,019 |
| Group 3 | 1,590,920 | 4,348,131 |
| Group 4 | 47,230,612 | 48,107,279 |
| **Other assets** | | |
| Group 4 | - | 3,887 |

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.



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### 48. Risk management and financial instruments (continued)

**Market risk**

**Interest rate risk**

The municipality's interest rate risk arises from long-term borrowings. Borrowings issued at variable rates expose the municipality to cash flow interest rate risk. Borrowings issued at fixed rates expose the municipality to fair value interest rate risk. Municipality policy is to maintain approximately 60% of its borrowings in fixed rate instruments. During 2021 and 2020, 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 455,813 (2020: R 379,557) 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 398 (2020: R 9,206) 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 | 11.00 % | 57,281,237 | 26,564,705 | - | - | 83,845,942 |
| Cash in current banking institutions | 3.10 % | 612,704,323 | - | - | 18,280 | 612,722,603 |
| Fixed interest rate instruments | 10.21 % | 102,291,398 | 90,553,437 | 333,051,271 | 181,806,051 | 707,702,157 |

### 49. Events after the reporting date

There were no events after reporting date.

### 50. Unauthorised expenditure

**Overspending of the total amount per vote appropriated in the municipality's approved budget**

| | | |
|---|---|---|
| Directorate: Council | 8,335,090 | - |
| Directorate: Infrastructure and Planning | 5,918,718 | - |
| | **14,253,808** | **-** |

Unauthorised expenditure awaiting authorisation.

Directorate: Council budget was overspent due to increased contributions to post retirement benefits.



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### 50. Unauthorised expenditure (continued)

Directorate: Infrastructure & Planning budget was overspent due to the adjustment of the provision for the rehabilitation of landfill sites.

The total approved budget was not overspent.

### 51. Fruitless and wasteful expenditure

| | | |
|---|---|---|
| Opening balance as previously reported | 521 | - |
| **Opening balance as restated** | **521** | **-** |
| Invoice paid in excess of quote | - | 521 |
| Less: Amounts recoverable - current | (521) | - |
| **Closing balance** | **-** | **521** |

**Amounts written-off**

During the reporting period, no amounts were written off.

Amount of R521 was recovered from the supplier.

### 52. Irregular expenditure

| | | |
|---|---|---|
| Opening balance as previously reported | 3,531,771 | 3,547,795 |
| **Opening balance as restated** | **3,531,771** | **3,547,795** |
| Procuring goods and services without following the official procurement process - current | 87,189 | 107,193 |
| Procuring goods and services without following the official procurement process - prior period | 318,316 | 1,893,955 |
| Non-compliance with Municipal Supply Chain Regulation 32 | - | 4,469,051 |
| Procuring legal services through a deviation process | 783,026 | 1,012,089 |
| Procuring advertising services through a deviation process | 262,379 | 496,831 |
| Less: Amount written off - current | (810,759) | (7,924,812) |
| Less: Amount written off - prior period | (3,458,894) | (69,820) |
| Less: Investigation concluded that no irregular expenditure occurred - prior period | (302,316) | (511) |
| Less: Amounts condoned by Accounting Officer - Current year | (58,248) | - |
| Less: Amounts condoned by Accounting Officer - Prior year | (88,878) | - |
| **Closing balance** | **263,586** | **3,531,771** |

**Cases under investigation**

Investigations are still in progress regarding 2 cases (2020: 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 2021.

### 53. 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.

### 54. Actual capital expenditure versus budgeted capital expenditure

Refer to Appendix E(2) for the comparison of actual capital expenditure versus budgeted expenditure.



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### 55. 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 | 5,544,149 | 15,020,704 |
| Clause 36(1)(a)(ii) | Available from single provider only | 1,517,897 | 27,523,846 |
| Clause 36(1)(a)(v) | Impractical or impossible to follow the normal procurement process | 23,669,975 | 51,868,529 |
| | | **30,732,021** | **94,413,079** |

The detailed deviations are available for inspection in the monthly, quarterly and annual reports tabled in council.

### 56. Segment information

**General information**

**Identification of segments**

The municipality organises financial information for budgeting purposes on the basis of four major functional areas: energy sources, water management, waste management and waste water management. The segments were organised around the type of service delivered to market. Management uses these same segments for determining strategic objectives.

Information reported about these segments is used by management as a basis for evaluating the segments' performances and for making decisions about the allocation of resources. The disclosure of information about these segments is also considered appropriate for external reporting purposes.

**Aggregated segments**

The municipality does not aggregate any other municipal activities into a general reportable segment.

**Types of goods and/or services by segment**

These reportable segments as well as the goods and/or services for each segment are set out below:

| Reportable segment | Goods and/or services |
|---|---|
| Energy sources | Electricity |
| Water management | Water |
| Waste water management | Sewerage and sanitation |
| Waste management | Refuse removal |



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### 56. Segment information (continued)

**Segment surplus or deficit, assets and liabilities**

**2021**

| | Energy sources | Water management | Waste water management | Waste management | Reconciling item | Total |
|---|---|---|---|---|---|---|
| **Revenue** | | | | | | |
| **Revenue from non-exchange transactions** | | | | | | |
| Government grants and subsidies | 37,660,837 | 21,307,823 | 30,186,100 | 17,229,468 | 71,729,995 | 178,114,223 |
| Public contributions | - | - | - | 5,161,877 | 18,757,258 | 23,919,135 |
| Property rates | - | - | - | - | 261,222,295 | 261,222,295 |
| Fines, penalties and forfeits | 112,007 | 28,848 | - | - | 954,448 | 1,095,303 |
| **Revenue from exchange transactions** | | | | | | |
| Service charges | 441,842,446 | 131,054,149 | 87,090,602 | 72,198,343 | 1,011,060 | 733,196,600 |
| Other income | 2,079,542 | 724,395 | 710,352 | 67,089 | 94,936,316 | 98,517,694 |
| Agency services | - | - | - | - | 6,164,311 | 6,164,311 |
| Licenses and permits | - | - | - | - | 2,227,048 | 2,227,048 |
| Rental | - | - | - | - | 5,033,601 | 5,033,601 |
| Fair value adjustments | - | - | - | - | 7,545,308 | 7,545,308 |
| Interest received | - | - | - | - | 34,748,197 | 34,748,197 |
| **Total segment revenue** | **481,694,832** | **153,115,215** | **117,987,054** | **94,656,777** | **504,329,837** | **1,351,783,715** |
| **Expenditure** | | | | | | |
| Employee related costs | 25,142,855 | 13,172,019 | 23,112,679 | 31,569,232 | 344,877,687 | 437,874,472 |
| Remuneration of councillors | - | - | - | - | 11,218,781 | 11,218,781 |
| Depreciation | 26,411,519 | 28,380,508 | 24,773,242 | 2,853,646 | 54,141,554 | 136,560,469 |
| Finance charges | 15,900,987 | 19,525,659 | 11,517,785 | 319,752 | 1,541,045 | 48,805,228 |
| Bulk purchases | 298,272,081 | - | - | - | - | 298,272,081 |
| Contracted services | 3,747,410 | 51,071,855 | 28,002,767 | 28,312,494 | 96,960,756 | 208,095,282 |
| Materials | 7,759,572 | 3,048,286 | 5,692,379 | 3,623,643 | 24,918,251 | 45,042,131 |
| Transfers and subsidies paid | - | - | - | - | 8,709,878 | 8,709,878 |
| Bad debts written off | - | - | - | - | 4,558,929 | 4,558,929 |
| Debt impairment | 832,979 | 329,708 | 778,701 | 319,090 | 5,318,412 | 7,578,890 |
| Impairment loss | 438,010 | 107 | - | 22 | 3,111,700 | 3,549,839 |
| Loss on disposal of assets | - | - | - | - | 144,396 | 144,396 |
| Other expenditure (including leases and inventory write-offs) | 944,515 | 5,026,018 | 1,907,137 | 29,225,328 | 73,422,568 | 110,525,566 |
| **Total segment expenditure** | **379,449,928** | **120,554,160** | **95,784,690** | **96,223,207** | **628,923,957** | **1,320,935,942** |
| **Entity's surplus/(deficit) for the period** | | | | | | **30,847,773** |



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### 56. Segment information (continued)

| | Energy sources | Water management | Waste water management | Waste management | Reconciling item |
|---|---|---|---|---|---|
| **Other information** | | | | | |
| Capital expenditure | 10,436,193 | 35,573,766 | 57,190,343 | 18,365,157 | 133,234,727 |

**Measurement of segment surplus or deficit, assets and liabilities**

**Basis of accounting for transactions between reportable segments**

The accounting policies of the segments are the same as those described in the summary of significant accounting policies.

**Information about geographical areas**

Management monitors performance geographically, but does not have reliable separate financial information for decision making purposes, as the municipality's geographical areas of operation is seen as a single geographical area when deciding how to allocate resources.

### 57. Accounting by principals and agents

The municipality is a party to a principal-agent arrangement(s).

**Entity as agent**

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 R291,608 (2020: R119,525).

Revenue recognised as agency fees R6,164,311 (2020: R4,376,030).

| **Reconciliation of the carrying amount of the receivable:** | | |
|---|---|---|
| Opening balance | 119,525 | 13,587 |
| Revenue received | (27,691,999) | (22,056,631) |
| Payments made to the department | 27,864,083 | 22,162,569 |
| | **291,609** | **119,525** |

**Entity as principal**

The municipality has a service provider ONTEC Systems (Pty) Ltd (2020: ONTEC Systems (Pty) Ltd) who acts as agent for the municipality with the sale of prepaid electricity. All payments are received directly by the municipality and the service provider invoices the municipality for commission payable. No penalties are payable if the contract with the agent is terminated.

The municipality has assessed the criteria set out in GRAP 109 par 25 against the arrangement entered into and concluded that the municipality is a principal in terms of the arrangement.

At reporting date the municipality had a payable for the ONTEC pre-paid to the amount of R559,452 (2020: R342,953 (debtor)).

Commission paid to agent R3,811,707 (2020: R3,334,688).



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### 58. 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.

### 59. 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 R60.9 million (2020: R26.9 million) represents contributions payable to these plans by the municipality at rates specified in the rules of the plans. These contributions have been expensed.

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 2020. 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 2020 disclosed an actuarial valuation amounting to R1.421 billion (2019: R1.656 billion), with a net accumulated surplus of R0 million (2019: R55.502 million), with a funding level of 100.0% (2019: 103.5%).

Defined Contribution Scheme:

The actuarial valuation report at 30 June 2020 indicated that the defined contribution scheme of the fund is in a sound financial position, with a assets amounting to R1.892 billion (2019: R1.960 billion), net investment reserve of R0 million (2019: R0 million) and a funding level of 100.0% (2019: 100.0%).

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 2020.



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**59. Multi-employer retirement benefit information (continued)**

The statutory valuation performed as at 30 June 2020 revealed that the assets of the fund amounted to R28.560 billion (2019 : R26.128 billion), with funding levels of 100.5% and 132.2% (2019 : 100.3% and 124.9%) 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.

The Municipal Workers Retirement Fund (Previously 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. Newer information could not be obtained as the fund only releases information on payment.

**60. Awards to close family members of persons in service of the state**

Refer to pages 78 - 79 for detail relating to awards made to close family members of persons in the service of the state for the year ended 30 June 2021.

**61. Distribution losses**

| | | |
|---|---|---|
| **Water** | | |
| **Technical losses** | | |
| Rand value | 177,239 | 239,696 |
| No. of units (Kl) | 134,146 | 203,612 |
| % loss | 1.82 | 2.87 |
| | | |
| **Non-technical losses** | | |
| Rand value | 2,438,769 | 2,189,013 |
| No. of units (Kl) | 1,943,166 | 1,632,489 |
| % loss | 26.43 | 23.04 |

Non-technical water losses to the amount of R2,438,769 (26.43%) (2020: R2,189,013 (23.04%)) 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 R177,239 (1.82%) (2020: R239,696 (2.87%)).

| | | |
|---|---|---|
| **Electricity** | | |
| **Technical losses** | | |
| Rand value | 11,665,538 | 10,896,351 |
| No. of units (kWh) | 12,828,633 | 12,697,745 |
| % loss | 5.00 | 5.00 |



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**61. Distribution losses (continued)**

| **Non-technical losses** | | |
|---|---|---|
| Rand value | 5,480,027 | 2,214,732 |
| No. of units (kWh) | 6,026,405 | 2,580,874 |
| % loss | 2.35 | 1.02 |

Electricity losses to the amount of R11,665,538 (5.00%) (2020: R10,896,351 (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 R5,480,027 (2.35%) (2020: R2,214,732 (1.02%)).

**62. 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:**

Rental of facilities - (35.53%) - Less income received due to exemptions given and COVID-19.

Interest received – 11.91% - Slower Capital Budget implementation, increased interest on outstanding consumer debtors and more cash available for investing.

Public contributions - 146.98% - Budgeting subject to impracticalities for the determination of the outcome in advance.

Fines, Penalties and Forfeits – (96.30%) – 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.

Debt impairment - (71.14%) - More older fines issued were written off and reduced than anticipated and therefore less impairment provided.

Bad debts written off - 100% - Fines service provider dry run ended 30 June 2021 and the left over fines due was deemed irrecoverable.

Lease rentals on operating leases - (35.97%) - Reduced expenditure due to the termination/expiration of certain leases.

**Other revenue and costs:**

Loss on disposal of assets – (1062.64%) - Budgeting subject to impracticalities for the determination of the outcome in advance.

Fair value adjustments – (28.14%) - 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.



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**62. Budget variances (continued)**

**Statement of financial position:**

Inventory – 33.50% – Budgeting subject to impracticalities for the determination of the outcome in advance.

Receivables from exchange, receivables from non-exchange, consumer debtors, operating leases and VAT – 17.39% (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 separately 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.

Cash and cash equivalent – 11.38% - The major influence on this variance relates to unspent loans and grants received during the year and savings on expenditure.

Intangible assets – 89.21% - Expenditure higher than estimated.

Living resources – 100% - Implementation of GRAP 110, Living and non-living resources, that became effective 1 July 2020.

Unspent conditional grants – 100% - Budgeting subject to impracticalities for the determination of the outcome in advance.

Payables from exchange transactions – 41.48% - The major influence on this variance relates to trade creditors increase at year-end (Creditor payments made after year-end towards 2020/2021 expenditure).

Consumer deposits – (31.94%) - Budgeting subject to impracticalities for the determination of the outcome in advance.

Employee benefit obligation and provisions (short term portion) – 41.66% - 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 land fill sites provision.

**Cash flow statement:**

Interest income – 11.91% - Slower Capital Budget implementation, increased interest on outstanding debtors and more cash available for investing.

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 other assets – (62.01%) - The sportclub loans has been redeemed during the year.

Additions of living resources – 100% - Implementation of GRAP 110, Living and non-living resources, that became effective 1 July 2020.



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**NOTE 60 (CONTINUED)**

**AWARDS TO CLOSE FAMILY MEMBERS OF PERSONS IN THE SERVICE OF THE STATE IN EXCESS OF R2 000 IN TERMS OF PARAGRAPH 45 OF THE POLICY FOR THE PERIOD ENDING 30 JUNE 2021**

| No. | Creditor Name | Relationship | Person In The Service Of The State | Capacity | 2020/2021 | 2019/2020 |
|---|---|---|---|---|---|---|
| 1 | A2 Loodgieters CC | Spouse | Beatrix Magdalena Nel | Prison Warden (Department of Correctional Services) | - | 110,214.36 |
| 2 | Altimax (Pty) Ltd | Spouse | Martha M De Kock | IT Network Engineer (State Information Technology Agency) | - | 182,160.00 |
| 3 | Appel VM (Virgil Appel) | Spouse | Delicia Appel | Marketing & Communications Officer (SANBI) | 127,660.00 | 133,650.00 |
| 4 | Arendse RW | Spouse | Esmarilda Arendse | Teacher (Department of Education) | 596,744.20 | 523,339.68 |
| 5 | Aurecon South Africa (Pty) Ltd | Spouse | WZ Erasmus | Manager (Cape Nature) | - | 2,300,979.83 |
| 6 | Bakone Steel Manufacturing | Spouse | Busang Phala | Snr Business Administrator (Construction Industry Development Board) | - | 1,662,387.68 |
| 7 | B And B Traders (Pty) Ltd | Partner | Bernard Fortuin | Housing Administrator (Overstrand Municipality) | 161,541.30 | 4,490.00 |
| 8 | Bergstan South Africa Consulting And Development Engineers (Pty) Ltd | Spouse | Jacqueline Rene Beukes | Social Worker ( Department of Social Development) | 712,946.47 | 110,873.34 |
| 9 | Boland Valuers CC | Spouse | Ester Groenewald | Part time Councillor (Stellenbosch Municipality) | 292,790.87 | 393,828.79 |
| 10 | Booker E (Crazee Design & Printing) | SPOUSE | JURITA BOOKER | Senior Clerk (Overstrand Municipality) | 6,670.00 | - |
| 11 | Conlog (Pty) Ltd | Spouse | Mrs N Moodley | Director: Informatrics - GIS (Department of Health) | - | 28,830.50 |
| 12 | De Villiers D | Parent | Seulene De Villiers | Library Assistant (Overstrand Municipality) | 68,500.00 | 104,970.00 |
| 13 | Du Plessis AA (Angies Catering) | Parent | Bronwyn Du Plessis | Temp LED (Overstrand Municipality) | - | 3,380.00 |
| 14 | Engelbrecht And Scorgie Architectural Offices | Spouse | Carlow Engelbrecht | ICT Administrator (Overstrand Municipality) | 1,392,146.36 | 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) | 2,440,973.01 | 38,589,207.37 |
| 17 | Greater Overberg Fire Protection Association | Child | Dr Pam Albertyn | WoW Teams (National Parks) | 19,382.10 | 19,382.10 |
| 18 | Greenro Solutions (Pty) Ltd | SPOUSE | NANDIPHA THABENG | Forensic Analyst (South African Police Service) | 1,282,305.32 | - |
| 19 | Healthands (Pty) Ltd | Spouse | Leana Louw | Principle Clerk (Overstrand Municipality) | 308,000.00 | 606,900.00 |
| 20 | Heneke EA (Eleanor'S Catering Service) | Brother | Lionel Heneke | Paramedic (Western Cape Dept of Health) | - | 21,495.00 |
| 21 | Ikapa Reticulation & Flow | Spouse | Sophia Frances Anita Davids | Teacher (Department of Education) | 4,792,104.55 | 5,117,210.33 |
| 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) | 2,731,518.38 | 2,447,632.70 |
| 24 | Karelse G (Glenwan Karelse Cleaning Services) | Brother | Willie Karelse | Truck driver (Overstrand Municipality) | - | 80,300.00 |
| 25 | Klf Services And Suppliers (Pty) Ltd | Spouse | Imogene Bridgette Figaji | Control Room Officer (Overstrand Municipality) | - | 192,632.35 |
| 26 | Main En Sea Glades Eiendomme CC | Spouse | Carlow Engelbrecht | ICT Administrator (Overstrand Municipality) | - | 50,184.91 |
| 27 | Masiqhame Trading 77 CC | Child | Simphiwe Gxilishe | Teacher (Department of Education) | 30,444.65 | 29,952.55 |
| 28 | Massamatic (Pty) Ltd | Inlaw | Michelle Barnard | Deputy Director: Radio Graphic Services (Department of Health) | - | 49,723.70 |
| 29 | Maxitec CC | Spouse | Riana Steenekamp | Media Liaison Officer (Overstrand Municipality) | 229,600.00 | 243,266.50 |
| 30 | NCC Environment Services | Spouse | Chande Rhoda | Head: Invasive Species (City of Cape Town) | 185,380.02 | 137,809.10 |
| 31 | Ncuthu and Son (Pty) Ltd | Spouse | Nozibele Victoria Batha | General Assistant: Cleaning (Overstrand Municipality) | 5,000.00 | - |
| 32 | Nedbank | Brother | MM Matoqane | Project Manager | Rates based | Rates based |
| | | Spouse | B Radebe | Director | | |
| 33 | Neil Lyners And Associates (Rf) (Pty) Ltd | Brother | Hilary Gustav Lyners | Chief Engineer (Western Cape Provincial Government) | 11,782,401.91 | 2,028,612.97 |
| 34 | Nxinxis Services (Pty) Ltd | Spouse | Xolani Gqoli | Sergeant (South African Police Service) | 45,395.00 | 89,150.00 |
| 35 | Olivier MK (DJ Magic) | Parent | Lowies Adonis | Transfer Station Attendant (Overstrand Municipality) | 19,800.00 | 35,850.00 |
| 36 | Pj Bookbinders | Child | Simone Barnes | Org. Development Practitioner (Department of The Premier) | - | 26,461.50 |
| 37 | Premises | Spouse | Charlotte Hector | Quality Accessor (NHBRC) | - | 10,275.13 |
| 38 | Piston Power Chemicals CC | Spouse | Naoira Andhee | Teacher (Department of Education) | 178,360.78 | 172,903.14 |
| 39 | Prestine Coastal Projects (Pty) Ltd | Spouse | Jemaine Alecia Theunissen | Teacher (Department of Education) | 16,300.00 | - |
| 40 | Quintessential Security CC | Spouse | Hanlie Van Tonder | Manager: Council Support Services (Overstrand Municipality) | - | 24,500.00 |



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**NOTE 60 (CONTINUED)**

**AWARDS TO CLOSE FAMILY MEMBERS OF PERSONS IN THE SERVICE OF THE STATE IN EXCESS OF R2 000 IN TERMS OF PARAGRAPH 45 OF THE POLICY FOR THE PERIOD ENDING 30 JUNE 2021**

| | | | | | | |
|---|---|---|---|---|---|---|
| 41 | Red Ant Security Relocation & Eviction Services (Pty) Ltd | Spouse | Noxolo Lesiela | Organisational Design & Development Practitioner (Mogale City Local Municipality) | 3,284,680.08 | 2,572,769.34 |
| 42 | RLA Services (Pty) Ltd | Spouse | Romano Arendse | Machine Operator (Overstrand Municipality) | 1,980.00 | 27,800.00 |
| 43 | Salemax 135 CC | Child | Lane Bothma | Medical Practitioner (Department of Health) | 98,727.50 | - |
| 44 | Sound Works Hermanus (Pty) Ltd | Parent | JD Mitchell | Foreman (Theewaterskloof Municipality) | 8,840.00 | - |
| 45 | Spectrum Utility Management (Pty) Ltd | Spouse | Agnes Majele | Database Officer (Eskom) | 215,239.75 | - |
| 46 | Story Team (Pty) Ltd | Spouse | Bertram Loriston | Director: Examination Administration (Department of Education) | 241,775.10 | - |
| 47 | Spandiel HM (Henry Moses Spandiel Projects) | Spouse | EC Spandiel | Teacher (Western Cape Dept of Education) | - | 1,086,691.32 |
| 48 | Technology Corporate Management (Pty) Ltd | Child | Zeth Malele | Manager: Marketing (Brand South Africa) | - | 4,784.00 |
| 49 | TSCH International Holdings (Pty) Ltd | Spouse | Eugene Hlongwane | Manager: Solid Waste Management (City of Cape Town | 1,236,641.50 | 981,499.01 |
| 50 | Uylenvlei Retreat | Spouse | Ms JP Van Deventer | Teacher (Department of Education) | - | 25,130.00 |
| 51 | WAB Printmedia (Pty) Ltd | Spouse | Adeline Brink | Manager: Corporate Services-Drakenstein Muni. | 46,057.50 | 25,737.00 |
| 52 | Williams ME (Four Helps Enterprise) | Spouse | Stephen Williams | Clerk: Operational (Overstrand Municipality) | 271,748.61 | 243,188.70 |
| 53 | Zutari (Pty) Ltd | Spouse | WZ Erasmus | Manager (Cape Nature) | 1,768,602.33 | - |
| 54 | AMANDLAGCF CONSTRUCTION CC | INLAW | JOHN EMANUEL JACOBS | Principal Inspector (National Government Employment & Labour) | 8,905,632.92 | - |
| | | SISTER | UNITA FRAZENBURG | Registrar of Deeds (National Government Deeds Office) | | |
| | | BROTHER | EBEN FRAZENBURG | Teacher (Department of Education) | | |
| | | SISTER | JAQUELINE FRAZENBURG | Teacher (Department of Education) | | |
| | | BROTHER | BRYAN FRAZENBURG | Municipal Prosecutor - Traffic Department (City of Cape Town) | | |
| 55 | Gibb (Pty) Ltd | Spouse | Alan Moon | Head of Business Continuity (City of Cape Town | 7,772,748.00 | 4,571,638.51 |
| | | 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) | | |
| 56 | COTTON4U4EVER (Pty) Ltd | Spouse | De Wet Nel | Manager: Operational Services (Overstrand Municipality) | 9,649,285.46 | - |
| 57 | Julian Andre Bouwers | Spouse | VM Bouwers | Cashier/Clerk (Overstrand Municipality) | 135,000.00 | - |
| 58 | David Solomon Fisher | Spouse | C Fisher | senior Clerk/ Cashier Client Cervices (Overstrand Municipality) | 150,000.00 | - |
| | | | | | **61,212,923.67** | **66,383,441.99** |



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## Schedule of external loans as at 30 June 2021

| | Loan Number | Redeemable | Balance at Tuesday, 30 June 2020 Rand | Received during the period Rand | Redeemed written off during the period Rand | Balance at Wednesday, 30 June 2021 Rand |
|---|---|---|---|---|---|---|
| **Development Bank of South Africa** | | | | | | |
| DBSA @ 8.992% | 13761/101 | 2020 | 130,373 | - | 130,373 | - |
| DBSA @ 9.860% | 102169/1 | 2022 | 3,897,964 | - | 1,855,263 | 2,042,701 |
| DBSA @ 10.920% | 103946/1 | 2026 | 24,000,000 | - | 4,000,000 | 20,000,000 |
| DBSA @ 10.600% | 103946/2 | 2026 | 100,000,000 | - | - | 100,000,000 |
| DBSA @ 11.833% | 61007348 | 2030 | 25,862,870 | - | 1,344,771 | 24,518,099 |
| DBSA @ 10.728% | 61007381 | 2030 | 26,149,307 | - | 1,443,553 | 24,705,754 |
| DBSA @ 10.205% | 61007382 | 2030 | 26,981,955 | - | 1,531,995 | 25,449,960 |
| DBSA @ 9.240% | 61007559 | 2029 | 50,557,280 | - | 3,810,020 | 46,747,260 |
| DBSA @ 9.994% | 61007575 | 2029 | 54,000,000 | - | 3,981,960 | 50,018,040 |
| DBSA @ 9.587% | 61007576 | 2029 | - | 54,000,000 | 1,126,775 | 52,873,225 |
| | | | **311,579,749** | **54,000,000** | **19,224,710** | **346,355,039** |
| **Annuity loans** | | | | | | |
| INCA @ 10.090% | | 2022 | 14,309,045 | - | 6,801,635 | 7,507,410 |
| ABSA @ 10.440% | 4073054262 | 2024 | 17,090,140 | - | 3,640,390 | 13,449,750 |
| ABSA @ 10.820% | 4073923493 | 2024 | 18,195,544 | - | 3,857,178 | 14,338,366 |
| ABSA @ 10.380% | 0387230981 | 2024 | 32,642,897 | - | 6,027,581 | 26,615,316 |
| ABSA @ 9.110% | 0387230982 | 2028 | 21,921,110 | - | 1,965,440 | 19,955,670 |
| ABSA @ 10.940% | 0387230984 | 2029 | 30,850,759 | - | 2,157,187 | 28,693,572 |
| ABSA @ 9.690% | 0387230985 | 2021 | 261,015 | - | 261,015 | - |
| ABSA @ 9.950% | 0387230986 | 2030 | 28,243,272 | - | 1,762,983 | 26,480,289 |
| ABSA @ 9.200% | 0387230987 | 2022 | 1,839,472 | - | 878,136 | 961,336 |
| | | | **165,353,254** | **-** | **27,351,545** | **138,001,709** |
| **Total external loans** | | | | | | |
| Development Bank of South Africa | | | 311,579,749 | 54,000,000 | 19,224,710 | 346,355,039 |
| Annuity loans | | | 165,353,254 | - | 27,351,545 | 138,001,709 |
| | | | **476,933,003** | **54,000,000** | **46,576,255** | **484,356,748** |

# Overstrand Municipality
# Appendix B
June 2021

## Analysis of property, plant and equipment as at 30 June 2021

| | Cost/Revaluation | | | | | | | Accumulated depreciation | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Opening Balance Rand | Additions Rand | Disposals Rand | Transfers Rand | Revaluations Rand | Fair value 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) | 409,995,646 | 3,765,185 | (1,000,242) | (1,801,098) | - | - | **410,959,491** | (425,208) | - | - | - | - | **(425,208)** | 410,534,283 |
| Buildings (Separate for AFS purposes) | 151,806,734 | - | - | - | - | - | **151,806,734** | (64,500,011) | - | - | (3,627,965) | - | **(68,127,976)** | 83,678,758 |
| | **561,802,380** | **3,765,185** | **(1,000,242)** | **(1,801,098)** | **-** | **-** | 562,766,225 | **(64,925,219)** | **-** | **-** | **(3,627,965)** | **-** | **(68,553,184)** | **494,213,041** |
| **Infrastructure** | | | | | | | | | | | | | | |
| Roads, Pavements & Bridges | 1,581,938,515 | 70,332,323 | - | - | - | - | **1,652,270,838** | (525,811,525) | - | - | (34,090,477) | - | **(559,902,002)** | 1,092,368,836 |
| Storm water | 327,760,986 | 26,677,000 | - | - | - | - | **354,437,986** | (113,694,113) | - | - | (6,780,531) | - | **(120,474,644)** | 233,963,342 |
| Electricity | 1,074,023,154 | 10,436,193 | (1,081,908) | - | - | - | **1,083,377,439** | (553,850,130) | 1,081,908 | - | (26,240,724) | (436,197) | **(579,445,143)** | 503,932,296 |
| Water purification | 1,084,877,933 | 35,573,765 | - | - | - | - | **1,120,451,698** | (610,358,449) | - | - | (28,367,359) | - | **(638,725,808)** | 481,725,890 |
| Sewerage purification | 717,315,541 | 30,513,335 | - | - | - | - | **747,828,876** | (319,008,568) | - | - | (17,989,382) | - | **(336,997,950)** | 410,830,926 |
| Waste Management | 55,526,730 | 18,365,158 | - | - | - | - | **73,891,888** | (30,893,207) | - | - | (2,846,071) | - | **(33,739,278)** | 40,152,610 |
| | **4,841,442,859** | **191,897,774** | **(1,081,908)** | **-** | **-** | **-** | 5,032,258,725 | **2,153,615,992)** | **1,081,908** | **-** | **(116,314,544)** | **(436,197)** | **2,269,284,825)** | **2,762,973,900** |
| **Community Assets** | | | | | | | | | | | | | | |
| Other | 343,970,402 | 29,844,182 | - | - | - | - | **373,814,584** | (137,104,510) | - | - | (10,054,555) | - | **(147,159,065)** | 226,655,519 |
| | **343,970,402** | **29,844,182** | **-** | **-** | **-** | **-** | 373,814,584 | **(137,104,510)** | **-** | **-** | **(10,054,555)** | **-** | **(147,159,065)** | **226,655,519** |
| **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 | 99,667,454 | 21,407,400 | (1,302,832) | - | - | - | **119,772,022** | (21,593,732) | 1,302,833 | - | (3,287,436) | (761,285) | **(24,339,620)** | 95,432,402 |
| Plant & equipment | 12,167,162 | 4,305,647 | (643,538) | - | - | - | **15,829,271** | (6,386,609) | 643,538 | - | (878,915) | (340,531) | **(6,962,517)** | 8,866,754 |
| Office Equipment | 27,255,978 | 2,888,382 | (1,302,472) | - | - | - | **28,841,888** | (17,082,403) | 1,302,472 | - | (1,966,043) | (96,536) | **(17,842,510)** | 10,999,378 |
| | **139,090,594** | **28,601,429** | **(3,248,842)** | **-** | **-** | **-** | 164,443,181 | **(45,062,744)** | **3,248,843** | **-** | **(6,132,394)** | **(1,198,352)** | **(49,144,647)** | **115,298,534** |
| **Total property plant and equipment** | | | | | | | | | | | | | | |
| Land and buildings | 561,802,380 | 3,765,185 | (1,000,242) | (1,801,098) | - | - | **562,766,225** | (64,925,219) | - | - | (3,627,965) | - | **(68,553,184)** | 494,213,041 |
| Infrastructure | 4,841,442,859 | 191,897,774 | (1,081,908) | - | - | - | **5,032,258,725** | 2,153,615,992) | 1,081,908 | - | (116,314,544) | (436,197) | **2,269,284,825)** | 2,762,973,900 |
| Community Assets | 343,970,402 | 29,844,182 | - | - | - | - | **373,814,584** | (137,104,510) | - | - | (10,054,555) | - | **(147,159,065)** | 226,655,519 |
| Heritage assets | 140,178,198 | - | - | - | - | - | **140,178,198** | (9,250,000) | - | - | - | - | **(9,250,000)** | 130,928,198 |
| Other assets | 139,090,594 | 28,601,429 | (3,248,842) | - | - | - | **164,443,181** | (45,062,744) | 3,248,843 | - | (6,132,394) | (1,198,352) | **(49,144,647)** | 115,298,534 |
| | **6,026,484,433** | **254,108,570** | **(5,330,992)** | **(1,801,098)** | **-** | **-** | 6,273,460,913 | **2,409,958,465)** | **4,330,751** | **-** | **(136,129,458)** | **(1,634,549)** | **2,543,391,721)** | **3,730,069,192** |

# Overstrand Municipality
# Appendix B
June 2021

## Analysis of property, plant and equipment as at 30 June 2021

| | Cost/Revaluation | | | | | | | Accumulated depreciation | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Opening Balance Rand | Additions Rand | Disposals Rand | Transfers Rand | Revaluations Rand | Fair value Rand | Closing Balance Rand | Opening Balance Rand | Disposals Rand | Transfers Rand | Depreciation Rand | Impairment loss Rand | Closing Balance Rand | Carrying value Rand |
| **Living resources** | | | | | | | | | | | | | | |
| K9 unit dogs | 241,926 | 435,391 | - | - | - | **-** | **677,317** | - | - | - | - | - | **-** | 677,317 |
| | **241,926** | **435,391** | **-** | **-** | **-** | **-** | **677,317** | **-** | **-** | **-** | **-** | **-** | **-** | **677,317** |
| **Intangible assets** | | | | | | | | | | | | | | |
| Computers - software & programming | 10,506,296 | 256,221 | - | - | - | **-** | **10,762,517** | (3,698,286) | - | - | (431,011) | - | **(4,129,297)** | 6,633,220 |
| Other | 2,360,000 | - | - | - | - | **-** | **2,360,000** | - | - | - | - | - | **-** | 2,360,000 |
| | **12,866,296** | **256,221** | **-** | **-** | **-** | **-** | **13,122,517** | **(3,698,286)** | **-** | **-** | **(431,011)** | **-** | **(4,129,297)** | **8,993,220** |
| **Investment properties** | | | | | | | | | | | | | | |
| Investment property | 122,920,500 | - | - | (145,000) | - | **4,762,000** | **127,537,500** | - | - | - | - | - | **-** | 127,537,500 |
| | **122,920,500** | **-** | **-** | **(145,000)** | **-** | **4,762,000** | **127,537,500** | **-** | **-** | **-** | **-** | **-** | **-** | **127,537,500** |
| **Total** | | | | | | | | | | | | | | |
| Land and buildings | 561,802,380 | 3,765,185 | (1,000,242) | (1,801,098) | - | **-** | **562,766,225** | (64,925,219) | - | - | (3,627,965) | - | **(68,553,184)** | 494,213,041 |
| Infrastructure | 4,841,442,859 | 191,897,774 | (1,081,908) | - | - | **-** | **5,032,258,725** | 2,153,615,992) | 1,081,908 | - | (116,314,544) | (436,197) | **2,269,284,825)** | 2,762,973,900 |
| Community Assets | 343,970,402 | 29,844,182 | - | - | - | **-** | **373,814,584** | (137,104,510) | - | - | (10,054,555) | - | **(147,159,065)** | 226,655,519 |
| Heritage assets | 140,178,198 | - | - | - | - | **-** | **140,178,198** | (9,250,000) | - | - | - | - | **(9,250,000)** | 130,928,198 |
| Other assets | 139,090,594 | 28,601,429 | (3,248,842) | - | - | **-** | **164,443,181** | (45,062,744) | 3,248,843 | - | (6,132,394) | (1,198,352) | **(49,144,647)** | 115,298,534 |
| Living resources | 241,926 | 435,391 | - | - | - | **-** | **677,317** | - | - | - | - | - | **-** | 677,317 |
| Intangible assets | 12,866,296 | 256,221 | - | - | - | **-** | **13,122,517** | (3,698,286) | - | - | (431,011) | - | **(4,129,297)** | 8,993,220 |
| Investment properties | 122,920,500 | - | - | (145,000) | - | **4,762,000** | **127,537,500** | - | - | - | - | - | **-** | 127,537,500 |
| | **6,162,513,155** | **254,800,182** | **(5,330,992)** | **(1,946,098)** | **-** | **4,762,000** | **6,414,798,247** | **2,413,656,751)** | **4,330,751** | **-** | **(136,560,469)** | **(1,634,549)** | **2,547,521,018)** | **3,867,277,229** |

# Overstrand Municipality
# Appendix C
June 2021

## Analysis of property, plant and equipment per standard classification as at 30 June 2021

| | Cost/Revaluation | | | | | | | Accumulated Depreciation | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Opening Balance Rand | Additions Rand | Disposals Rand | Transfers Rand | Revaluations Rand | Fair value Rand | Closing Balance Rand | Opening Balance Rand | Disposals Rand | Transfers Rand | Depreciation Rand | Impairment deficit Rand | Closing Balance Rand | Carrying value Rand |
| **Municipality** | | | | | | | | | | | | | | |
| Finance & Admin/Finance | 976,857,968 | 32,622,835 | (4,249,084) | (1,946,098) | - | **4,762,000** | **1,008,047,621** | (122,936,249) | 3,248,843 | - | (10,191,370) | (1,198,352) | **(131,077,128)** | 876,970,493 |
| Comm. & Social/Libraries and archives | 343,970,402 | 29,844,183 | - | - | - | **-** | **373,814,585** | (137,104,510) | - | - | (10,054,555) | - | **(147,159,065)** | 226,655,520 |
| Public Safety/Police | 241,926 | 435,391 | - | - | - | **-** | **677,317** | - | - | - | - | - | **-** | 677,317 |
| Waste Water Management/Sewerage | 717,315,541 | 30,513,335 | - | - | - | **-** | **747,828,876** | (319,008,568) | - | - | (17,989,382) | - | **(336,997,950)** | 410,830,926 |
| Road Transport/Roads | 1,909,699,501 | 97,009,322 | - | - | - | **-** | **2,006,708,823** | (639,505,638) | - | - | (40,871,008) | - | **(680,376,646)** | 1,326,332,177 |
| Water/Water Distribution | 1,084,877,933 | 35,573,765 | - | - | - | **-** | **1,120,451,698** | (610,358,449) | - | - | (28,367,359) | - | **(638,725,808)** | 481,725,890 |
| Electricity /Electricity Distribution | 1,074,023,154 | 10,436,193 | (1,081,908) | - | - | **-** | **1,083,377,439** | (553,850,130) | 1,081,908 | - | (26,240,724) | (436,197) | **(579,445,143)** | 503,932,296 |
| Waste Management/Refuse | 55,526,730 | 18,365,158 | - | - | - | **-** | **73,891,888** | (30,893,207) | - | - | (2,846,071) | - | **(33,739,278)** | 40,152,610 |
| | **6,162,513,155** | **254,800,182** | **(5,330,992)** | **(1,946,098)** | **-** | **4,762,000** | **6,414,798,247** | **2,413,656,751)** | **4,330,751** | **-** | **(136,560,469)** | **(1,634,549)** | **2,547,521,018)** | **3,867,277,229** |
| **Total** | | | | | | | | | | | | | | |
| Municipality | 6,162,513,155 | 254,800,182 | (5,330,992) | (1,946,098) | - | **4,762,000** | **6,414,798,247** | 2,413,656,751) | 4,330,751 | - | (136,560,469) | (1,634,549) | **2,547,521,018)** | 3,867,277,229 |
| | **6,162,513,155** | **254,800,182** | **(5,330,992)** | **(1,946,098)** | **-** | **4,762,000** | **6,414,798,247** | **2,413,656,751)** | **4,330,751** | **-** | **(136,560,469)** | **(1,634,549)** | **2,547,521,018)** | **3,867,277,229** |

**Overstrand Municipality**
**Appendix D**
June 2021

## Financial Performance per standard classification for the year ended 30 June 2021

| Prior Year | | | | Current Year | | |
|---|---|---|---|---|---|---|
| Actual Income Rand | Actual Expenditure Rand | Surplus /(Deficit) Rand | | Actual Income Rand | Actual Expenditure Rand | Surplus /(Deficit) Rand |
| | | | **Municipality** | | | |
| 30,254,349 | 42,943,647 | (12,689,298) | Executive & Council/Mayor and Council | 38,680,913 | 69,529,304 | (30,848,391) |
| 317,322,368 | 174,227,606 | 143,094,762 | Finance & Admin/Finance | 324,150,218 | 186,367,283 | 137,782,935 |
| 8,315,119 | 39,396,933 | (31,081,814) | Planning and Development/Economic Development/Plan | 11,637,557 | 43,395,809 | (31,758,252) |
| 8,070,907 | 15,215,959 | (7,145,052) | Comm. & Social/Libraries and archives | 8,291,004 | 22,121,948 | (13,830,944) |
| 104,370,276 | 29,347,378 | 75,022,898 | Housing | 71,890,724 | 30,962,520 | 40,928,204 |
| 32,801,110 | 82,675,412 | (49,874,302) | Public Safety/Police | 16,192,654 | 87,168,794 | (70,976,140) |
| 18,800,829 | 44,288,568 | (25,487,739) | Sport and Recreation | 29,089,057 | 52,169,388 | (23,080,331) |
| 21,236 | 9,901,742 | (9,880,506) | Environmental Protection/Pollution Control | 32,457 | 16,340,298 | (16,307,841) |
| 103,933,774 | 90,405,562 | 13,528,212 | Waste Water Management/Sewerage | 117,987,054 | 95,784,692 | 22,202,362 |
| 7,166,286 | 107,277,203 | (100,110,917) | Road Transport/Roads | 4,365,251 | 110,465,478 | (106,100,227) |
| 153,663,169 | 112,898,825 | 40,764,344 | Water/Water Distribution | 153,115,215 | 120,612,237 | 32,502,978 |
| 459,980,208 | 366,823,259 | 93,156,949 | Electricity /Electricity Distribution | 481,694,831 | 384,140,857 | 97,553,974 |
| 35,742 | 2,322,018 | (2,286,276) | Internal Audit | - | 2,761,163 | (2,761,163) |
| 86,662,024 | 71,807,771 | 14,854,253 | Waste Management | 94,656,778 | 96,223,208 | (1,566,430) |
| - | 2,997,908 | (2,997,908) | Other | - | 2,892,961 | (2,892,961) |
| **1,331,397,397** | **1,192,529,791** | **138,867,606** | | **1,351,783,713** | **1,320,935,940** | **30,847,773** |
| | | | **Municipal Owned Entities Other charges** | | | |
| 96,772,672 | 96,772,672 | - | | 101,998,392 | 101,998,392 | - |
| **96,772,672** | **96,772,672** | **-** | | **101,998,392** | **101,998,392** | **-** |
| 1,331,397,397 | 1,192,529,791 | 138,867,606 | Municipality | 1,351,783,713 | 1,320,935,940 | 30,847,773 |
| 96,772,672 | 96,772,672 | - | Other charges | 101,998,392 | 101,998,392 | - |
| **1,428,170,069** | **1,289,302,463** | **138,867,606** | **Total** | **1,453,782,105** | **1,422,934,332** | **30,847,773** |

# Actual versus Budget (Revenue and Expenditure) for the year ended 30 June 2021

| | Current year 2021 Act. Bal. | Current year 2021 Adjusted budget | Variance | | Explanation of Significant Variances greater than 10% versus Budget |
|---|---|---|---|---|---|
| | Rand | Rand | Rand | Var | |
| Revenue | | | | | |
| Service charges | 733,196,600 | 710,208,769 | 22,987,831 | 3.2 | |
| Rental of facilities and equipment | 5,033,601 | 7,807,780 | (2,774,179) | (35.5) | Note 62 |
| Agency services | 6,164,311 | 6,412,000 | (247,689) | (3.9) | |
| Licences and permits | 2,227,048 | 2,385,100 | (158,052) | (6.6) | |
| Other income - (rollup) | 98,517,694 | 92,434,979 | 6,082,715 | 6.6 | |
| Property rates | 261,222,295 | 259,241,000 | 1,981,295 | 0.8 | |
| Government grants and subsidies | 178,114,223 | 188,001,716 | (9,887,493) | (5.3) | |
| Public contributions | 23,919,135 | 9,688,001 | 14,231,134 | 146.9 | Note 62 |
| Fines, penalties and forfeits | 1,095,303 | 29,564,101 | (28,468,798) | (96.3) | Note 62 |
| Interest received - investment | 34,720,147 | 31,049,400 | 3,670,747 | 11.8 | Note 62 |
| Interest received - other | 28,049 | 200 | 27,849 | 13,924.5 | Note 62 |
| | 1,344,238,406 | 1,336,793,046 | 7,445,360 | 0.6 | |
| Expenses | | | | | |
| Personnel | (437,874,472) | (431,319,300) | (6,555,172) | 1.5 | |
| Remuneration of councillors | (11,218,781) | (11,896,435) | 677,654 | (5.7) | |
| Depreciation | (136,129,459) | (141,306,730) | 5,177,271 | (3.7) | |
| Amortisation | (431,011) | (569,978) | 138,967 | (24.4) | |
| Impairments | (3,549,838) | (1) | (3,549,837) | 100.0 | Note 62 |
| Finance costs | (48,805,228) | (48,982,056) | 176,828 | (0.4) | |
| Debt Impairment | (7,578,890) | (26,263,461) | 18,684,571 | (71.1) | Note 62 |
| Bulk purchases | (298,272,081) | (302,260,407) | 3,988,326 | (1.3) | |
| Contracted Services | (208,095,279) | (229,291,618) | 21,196,339 | (9.2) | |
| Transfers and Subsidies | (8,709,878) | (8,764,332) | 54,454 | (0.6) | |
| General Expenses | (110,253,809) | (111,388,606) | 1,134,797 | (1.0) | |
| Lease rentals on operating leases | (113,042) | (176,541) | 63,499 | (36.0) | Note 62 |
| Debt written off | (4,558,929) | - | (4,558,929) | 100.0 | Note 62 |
| Materials | (45,042,131) | (48,339,155) | 3,297,024 | (6.8) | |
| | (1,320,632,828) | (1,360,558,620) | 39,925,792 | | |
| Other revenue and costs | | | | | |
| Gain or loss on disposal of assets and liabilities | (144,396) | 15,000 | (159,396) | (1,062.6) | Note 62 |
| Fair value adjustments | 7,545,308 | 10,500,001 | (2,954,693) | (28.1) | Note 62 |
| Inventories losses/write-downs | (158,717) | - | (158,717) | 100.0 | Note 62 |
| | 7,242,195 | 10,515,001 | (3,272,806) | | |
| Net surplus/ (deficit) for the year | 30,847,773 | (13,250,573) | 44,098,346 | | |

# Budget Analysis of Capital Expenditure as at 30 June 2021

| | Additions | Revised Budget | Variance | Variance | Explanation of significant variances from budget |
|---|---|---|---|---|---|
| | Rand | Rand | Rand | % | |
| **Municipality** | | | | | |
| Executive & Council/Mayor and Council | 354,702 | 465,870 | 111,168 | **24** | Savings on vehicles purchased |
| Planning and Development/Economic Development/Plan | 8,465,779 | 10,371,614 | 1,905,835 | **18** | Roll over project identified to be completed in 2021-2022 |
| Comm. & Social/Libraries and archives | 16,072,292 | 18,083,946 | 2,011,654 | **11** | Roll over project identified to be completed in 2021-2022 |
| Housing | 49,598,159 | 42,939,891 | (6,658,268) | **(16)** | Accelerated spending on housing projects was approved |
| Public Safety/Police | 8,424,813 | 13,168,190 | 4,743,377 | **36** | Roll over project identified to be completed in 2021-2022 |
| Sport and Recreation | 22,885,610 | 8,587,612 | (14,297,998) | **(166)** | Public contributions received |
| Waste Water Management/Sewerage | 57,190,343 | 69,170,050 | 11,979,707 | **17** | Roll over project identified to be completed in 2021-2022 |
| Road Transport/Roads | 20,734,158 | 23,051,295 | 2,317,137 | **10** | Roll over project identified to be completed in 2021-2022 |
| Water/Water Distribution | 35,573,766 | 50,035,705 | 14,461,939 | **29** | Roll over project identified to be completed in 2021-2022 |
| Electricity /Electricity Distribution | 10,436,193 | 19,118,638 | 8,682,445 | **45** | Roll over project identified to be completed in 2021-2022 |
| Corporate Services | 6,699,214 | 3,070,000 | (3,629,214) | **(118)** | Public contributions received |
| Waste Management | 18,365,157 | 22,023,569 | 3,658,412 | **17** | Roll over project identified to be completed in 2021-2022 |
| | **254,800,186** | **280,086,380** | **25,286,194** | **9** | |

**Overstrand Municipality**
**Appendix F**
**Disclosures of Grants and Subsidies in terms of Section 123 MFMA, 56 of 2003**
June 2021

| Name of Grants | Name of organ of state or municipal entity | Quarterly Receipts | | | | | Quarterly Expenditure | | | | | Grants and Subsidies delayed / withheld | | | | | Reason for delay/withholding of funds | Did your municipality comply with the grant conditions in terms of grant framework in the latest Division of Revenue Act | Reason for noncompliance |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Sep | Dec | Mar | Jun | Total | Sep | Dec | Mar | Jun | | Sep | Dec | Mar | Jun | Total | | Yes/ No | |
| FMG | NT | 1,550 | - | - | - | 1,550 | 123 | 206 | 226 | 995 | 1,550 | - | - | - | - | - | N/A | Yes | N/A |
| EPWP | NT | 625 | 1,125 | 750 | - | 2,500 | 267 | 812 | 783 | 638 | 2,500 | - | - | - | - | - | N/A | Yes | N/A |
| MIG | NT | 8,010 | 7,332 | 6,276 | - | 21,618 | 4,210 | 9,715 | 5,556 | 9,619 | 29,100 | - | - | - | - | - | N/A | Yes | N/A |
| INEP | NT | 5,000 | 1,000 | - | - | 6,000 | 17 | - | - | 5,983 | 6,000 | - | - | - | - | - | N/A | Yes | N/A |
| Library | PT | 2,668 | 2,667 | - | 2,316 | 7,651 | 1,958 | 2,451 | 925 | 2,317 | 7,651 | - | - | - | - | - | N/A | Yes | N/A |
| Main road subsidy | PT | - | - | 145 | - | 145 | - | - | - | 145 | 145 | - | - | - | - | - | N/A | Yes | N/A |
| FMCB | PT | - | - | 300 | - | 300 | - | - | 375 | - | 375 | - | - | - | - | - | N/A | Yes | N/A |
| Thusong centre | PT | - | - | - | - | - | - | - | - | 32 | 32 | - | - | - | - | - | N/A | Yes | N/A |
| Public transport non-motorised | PT | - | - | - | - | - | - | - | - | 750 | 750 | - | - | - | - | - | N/A | Yes | N/A |
| Establish & support of K9 unit | PT | - | - | 2,200 | - | 2,200 | - | 17 | 588 | 1,033 | 1,638 | - | - | - | - | - | N/A | Yes | N/A |
| CDW | PT | - | - | 75 | - | 75 | - | 10 | 4 | 174 | 188 | - | - | - | - | - | N/A | Yes | N/A |
| Fire serive capacity | PT | 732 | - | - | - | 732 | - | 368 | 364 | - | 732 | - | - | - | - | - | N/A | Yes | N/A |
| | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | N/A | Yes | N/A |
| | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | N/A | Yes | N/A |
| | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | N/A | Yes | N/A |
| | | 18,585 | 12,124 | 9,746 | 2,316 | 42,771 | 6,575 | 13,579 | 8,821 | 21,686 | 50,661 | - | - | - | - | - | | | |

Note: A municipality should provide additional information on how a grant was spent per Vote. This excludes allocations from the Equitable Share.

# ANNEXURE B:
# REPORT OF THE AUDITOR-GENERAL

# Report of the auditor-general to the Western Cape Provincial Parliament and the council of 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 79, which comprise the statement of financial position as at 30 June 2021, the statement of financial performance, statement of changes in net assets, cash flow statement and statement of comparison of budget and actual amounts for the year then ended, as well as 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 2021, and its financial performance and cash flows for the year then ended in accordance with Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Municipal Finance Management Act of South Africa 56 of 2003 (MFMA) and the Division of Revenue Act of South Africa 4 of 2020 (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 my report.

4. I am independent of the municipality in accordance with the International Ethics Standards Board for Accountants' *International code of ethics for professional accountants (including International Independence Standards)* (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.

5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### Emphasis of matters

6. I draw attention to the matters below. My opinion is not modified in respect of these matters.

#### Restatement of corresponding matters

7. As disclosed in note 47 to the financial statements, the corresponding figures for 30 June 2020 were restated as a result of errors in the financial statements of the municipality at, and for the year ended, 30 June 2021.

## Other matter

8. I draw attention to the matter below. My opinion is not modified in respect of this matter.

### Unaudited supplementary schedules

9. The supplementary information set out on pages 80 to 87 does not form part of the financial statements and is presented as additional information. We have not audited these schedules and, accordingly, we do not express an opinion thereon.

10. In terms of section 125(2)(e) of 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 audit of the financial statements and accordingly, we do not express an opinion thereon.

## Responsibilities of the accounting officer for the financial statements

11. 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 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.

12. In preparing the financial statements, the accounting officer is responsible for assessing the municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

## Auditor-general's responsibilities for the audit of the financial statements

13. My objectives are to obtain reasonable assurance about whether 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.

14. 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

15. 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 objectives presented in the annual performance report. I performed procedures to identify material findings but not to gather evidence to express assurance.

16. 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 included in the planning documents. My procedures do not examine whether the actions taken by the municipality enabled service delivery. My procedures do not extend to any disclosures or assertions relating to the extent of achievements in the current year or 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.

17. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected objective presented in the municipality's annual performance report for the year ended 30 June 2021:

| Objective | Pages in the annual performance report |
|---|---|
| Strategic objective 2 – the provision and maintenance of municipal services | 108 - 114 |

18. 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.

19. I did not identify any material findings on the usefulness and reliability of the reported performance information for this objective:

    - Strategic objective 2 - The provision and maintenance of municipal services

### Other matters

20. I draw attention to the matter below.

### Achievement of planned targets

21. Refer to the annual performance report on pages 108 to 114 for information on the achievement of planned targets for the year.

## Report on the audit of compliance with legislation

### Introduction and scope

22. 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.

23. 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

24. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report. The other information does not include the financial statements, the auditor's report and the selected objective presented in the annual performance report that have been specifically reported in this auditor's report.

25. 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.

26. 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.

27. I have nothing to report in this regard.

## Internal control deficiencies

28. 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.

29. I did not identify any significant deficiencies in internal control.

Auditor-General

Cape Town

30 November 2021

AUDITOR-GENERAL
SOUTH AFRICA

*Auditing to build public confidence*

## Annexure – Auditor-general's responsibility for the audit

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for the selected objective 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 Overstrand 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 provide the accounting officer with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all

relationships and other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.

# 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 2021

## 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 2021.

## 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 (Membership expired on 30 November 2020)
- Mr G Serfontein
- Ms M Koekemoer

### 2.2 Meetings

The JAPAC met on the following dates during the year under review:

- 25 August 2020
- 27 October 2020
- 24 February 2021
- 28 April 2021
- 26 May 2021
- 18 June 2021

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 were approved by Council. The provisions contained in the Local Government: Municipal Finance Management Act, 2003 and Internal Audit Framework, which was developed by National Treasury, are included in the Charter.

The JAPAC substantially fulfilled its responsibilities for the year under review, as set out in section 166 of the Municipal Finance Management Act, 2003.

**3. INTERNAL AUDIT**

The following internal audit engagements was approved by JAPAC and completed by the internal audit unit during the period under review:

3.1 Division of Revenue Act (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: Increase in invasion of alien vegetation

3.7 Governance Review

3.8 Follow-up: Theft and vandalism

3.9 Follow-up: Matters struck from the court roll

3.10 Key Controls Assessment 1

3.11 Key Controls Assessment 2

3.12 mSCOA implementation Review

3.13 Predetermined Objectives – Q4 2019/20 financial year

3.14 Predetermined Objectives – Q1 2020/21 financial year

3.15 Predetermined Objectives – Q2 2020/21 financial year

3.16 Predetermined Objectives – Q3 2020/21 financial year

3.17 Ad hoc request: Complaints received re Indigent Subsidy Grants

3.18 Ad hoc request: Theft of registration fees for 13 December 2019 and Incorrect receipting of fees

**4. ANNUAL FINANCIAL STATEMENTS: 2020/2021 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: 2020/2021 financial year**

The Audit Report of the Auditor General for the 2020/2021 financial year has been reviewed by the JAPAC and we commend the Municipality in maintaining its clean audit status for the ninth-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**

The JAPAC is satisfied with Risk Management processes in place. The JAPAC also notes the efforts and progress in growing the Risk Management processes of the municipality in maturity.

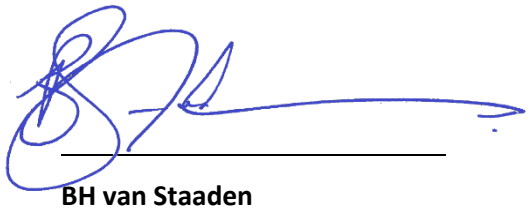
**8. INVESTIGATIONS**

The JAPAC notes the proclamation issued by the President of the Republic of South Africa on 10 December 2021 authorising an investigation by the Special Investigative Unit (SIU) into the housing administration process at the municipality. This matter was referred to the SIU by the municipality based on the findings of internal investigation which was conducted during 2018 by the Internal Audit Services of the municipality. We are looking forward to a conclusion in this matter.

**9. 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.

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: 14 December 2021*

# ANNEXURE D:
# WATER SERVICES PLAN FOR 2020/21

# OVERSTRAND MUNICIPALITY

## ANNUAL WSDP PERFORMANCE AND WATER SERVICES AUDIT REPORT FOR 2020/2021

## 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 2020/2021 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 2020/2021 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 water schemes that comply with 95% criteria on drinking water quality management. Green drop status is awarded to those WWTWs that comply with 90% criteria on key selected indicators on wastewater quality management.
- DWS's Scorecard for assessing the potential for WC/WDM efforts in the Municipality.
- Information to be included in a WSDP Performance- and Water Services Audit as stipulated in regulations under section 9 of the Water Services Act, "Guidelines for Compulsory National Standards" and also required by DWS's 2014 WSDP Performance- and Water Services Audit Report guidelines.
- Information on the implementation of the various WSDP activities, as included under the WSDP Business Elements in DWS's WSDP guidelines.

The Municipality has a comprehensive Performance Management System in place. The SDBIP is the process plan and performance indicator / evaluation for the execution of the budget. The SDBIP is being used as a management, implementation and monitoring tool that assists and guide the Executive Mayor, Councillors, Municipal Manager, Senior Managers and the community. The plan serves as an input to the performance agreements of the Municipal Manager and Directors. It also forms the basis for the monthly, quarterly, mid-year and the annual assessment report and performance assessments of the Municipal Manager and Directors.

The following water and sanitation related investigations were successfully completed during the last financial year.

- The Water Services Audit Report for 2019/2020 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 2020/2021 financial year.
- Plant and Process Audits were done for the Kleinmond-, Hawston-, Hermanus-, Gansbaai- and Pearly Beach WWTW.
- The following Technical investigations were completed during the 2020/2021 financial year:
  - Buffelsrivier and Kleinmond WTW Refurbishment Investigations: Conditional Assessment of Buffels River WTW.
  - Buffelsrivier and Kleinmond WTW Refurbishment Investigations: Conditional Assessment of Kleinmond WTW.
  - Operation and Maintenance Manuals and Emergency Preparedness Plans were drafted for the Mossel River Dam and the De Bos Dam.
  - The Technical Feasibility Report for the Kleinmond WWTW was updated.
  - Augmentation of Potable Water Supplies to Hermanus – Seawater Quality Testing (Water Quality Report) was completed.
  - Clarifier Flow Balance Investigation was completed for the Hermanus WWTW.
  - Technical Report was completed for the proposed inlet pumping station for the Hermanus WWTW.
  - The updated Water and Sewer Master Plans were finalised. A Water Distribution System Pipe Replacement Study was also completed in October 2019 for all the water distribution systems in Overstrand Municipality.

Overstrand Municipality completed the following key water and sewerage capital infrastructure projects during the 2020/2021 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).
- The Municipality completed the construction of the new 4.0Ml Gansbaai and 1.5Ml Pringle Bay reservoirs.

- The Municipality completed the Hermanus Wellfield Phase 1 upgrade project. The project included the commissioning of two new Gateway boreholes with safe yields of 20 l/s and 25 l/s respectively, as well as two additional monitoring boreholes.
- An additional forty-nine (49) Communal toilets and twenty-four (24) communal taps were installed in various informal areas as emergency services.
- The Municipality started with the upgrade of the access roads to the Kleinmond and Buffels River WTWs.
- New fencing was installed at some of the water and sewerage infrastructure facilities to improve security.
- The Kleinmond and Gansbaai sewer networks were extended and the upgrading of the Kidbrooke sewer pipeline was completed. The Municipality also continued with the upgrading of the Zwelihle sewer network.
- The rehabilitation of the main bulk sewer to the Kleinmond WWTW (Phase 1) was completed.
- The Masakhane bulk sewer pump station was upgraded and the upgrading of the bulk sewer pipelines for supply area A&B (Masakhane) was started.

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 40 324. The average annual growth in the number of water consumers over the period 2013/2014 to 2020/2021 was 2.53%. 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 2021 was 3 779. The average ratio of the number of households per communal tap was 11.1 and the ratio of the number of households per communal toilet facility was 4.0.

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 2021 was 7 278. 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 indigent 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** | **2020/2021** | **Actual 19/20** | **Actual 18/19** | **Actual 17/18** | **Actual 16/17** |
| Water | Expenditure | R137 409 799 | R128 656 376 | R117 615 148 | R115 139 624 | R103 668 318-50 |
| | Income | R153 115 215 | R153 663 169 | R145 980 226 | R123 749 823 | R121 632 409-97 |
| | **Surplus / Deficit** | **R15 705 416** | **R25 006 793** | **R28 365 078** | **R8 610 199** | **R17 964 091-47** |
| Sanitation | Expenditure | R99 329 089 | R94 725 991 | R86 438 364 | R79 310 459 | R67 828 646-82 |
| | Income | R109 567 538 | R98 447 712 | R104 583 319 | R83 627 554 | R82 291 447-63 |
| | **Surplus / Deficit** | **R10 238 449** | **R3 721 721** | **R18 144 955** | **R4 317 095** | **R14 462 800-81** |

Water Quality

Comprehensive Operational and Compliance Water Quality and Final Effluent Monitoring Programmes are implemented by Overstrand Municipality. **The water quality of all the water distribution systems in Overstrand Municipality is "Excellent", according to the SANS 241:2015 classification.** 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** | | | | | | | | | | | |
| | **20/21** | **19/20** | **18/19** | **20/21** | **19/20** | **18/19** | **20/21** | **19/20** | **18/19** | **20/21** | **19/20** | **18/19** | **20/21** | **19/20** | **18/19** |
| Buffels River | 100.0 | 98.4 | 96.3 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 98.5 | 99.0 | 99.7 | 92.7 | *83.5* | *79.4* |
| Kleinmond | 100.0 | 100.0 | 98.9 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 99.1 | 94.7 | 96.5 |
| Greater Hermanus | 100.0 | 99.1 | 98.2 | 100.0 | 100.0 | 100.0 | 100.0 | 99.7 | 100.0 | 99.6 | 98.5 | 97.7 | 98.5 | 98.7 | 98.3 |
| Stanford | 100.0 | 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 |
| Greater Gansbaai | 99.6 | 94.5 | 98.7 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 99.8 | 99.0 | 100.0 | 97.9 | 89.7 | 92.4 |
| Pearly Beach | 100.0 | 100.0 | 98.9 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 99.2 | 100.0 | 99.6 | 97.3 | 100.0 | 99.7 |
| Baardskeerdersbos | 100.0 | 98.8 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 99.2 | 97.7 | 100.0 | 93.2 | *87.1* | 98.1 | 91.1 | *84.6* |
| Buffeljags Bay | 100.0 | 98.6 | 98.6 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 97.4 | 82.9 | *79.6* | 96.2 | 97.3 | 97.1 |
| **All Systems** | **99.9** | **97.9** | **98.5** | **100.0** | **100.0** | **100.0** | **100.0** | **99.7** | **99.6** | **99.4** | **97.5** | **96.4** | **97.4** | **93.2** | **92.8** |

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 2020 to June 2021.

| 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 2020/2021** |
| Buffels River | 3 312 | 2.0 | 9.9 |
| Kleinmond | 8 279 | 2.0 | 6.0 |
| Greater Hermanus | 70 038 | 14.0 | 17.3 |
| Stanford | 6 050 | 2.0 | 6.2 |
| Greater Gansbaai | 20 479 | 4.1 | 18.1 |
| Pearly Beach | 1 263 | 2.0 | 6.0 |
| Baardskeerdersbos | 128 | 2.0 | 6.0 |
| Buffeljags Bay | 154 | 2.0 | 4.3 |

It can be noted from the above table that the number of monthly E.Coli samples taken by the Municipality during the 2020/2021 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 (%) | | |
| | 20/21 | 19/20 | 18/19 | 20/21 | 19/20 | 18/19 | 20/21 | 19/20 | 18/19 |
| Kleinmond | 100.0 | 100.0 | 83.3 | 68.8 | 72.9 | 85.4 | 91.7 | 86.1 | 100.0 |
| Hawston | 100.0 | 100.0 | 100.0 | 89.6 | 93.8 | 95.8 | 72.2 | 69.4 | 83.3 |
| Hermanus | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 | 100.0 |
| Stanford | 100.0 | 91.7 | 91.7 | 95.8 | 87.5 | 97.9 | 88.9 | 86.1 | 100.0 |
| Gansbaai | 100.0 | 91.7 | 100.0 | 97.9 | 100.0 | 97.9 | 94.4 | 86.1 | 94.4 |
| Pearly Beach | 100.0 | 81.8 | - | 60.4 | 72.7 | - | 33.3 | 27.3 | - |
| **All WWTWs** | **100.0** | **95.7** | **95.0** | **85.4** | **88.0** | **95.4** | **80.1** | **76.5** | **95.6** |

Note: Where parameters were resampled, due to failures, the resampled results were used to calculate the above compliance percentages.

## Water Conservation and Water Demand Management

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 nine years to 7 987 Ml in 2020/2021 (average annual increase of 1.43% over last nine years). The overall NRW for all the systems for the 2020/2021 financial year was 2 077 Ml (28.26%). The overall water losses were 1 997 Ml (27.17%).

| Treatment Losses, NRW, Water Losses and ILIs for the Various Water Distribution Systems | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Description | Component | Unit | 20/21 | Record: Prior (Ml/a) | | | | |
| | | | | 19/20 | 18/19 | 17/18 | 16/17 | 15/16 |
| Buffels River | Treatment Losses | Volume | 14.959 | 79.606 | 60.724 | 64.571 | 61.541 | 54.157 |
| | | Percentage | 1.94% | 10.37% | 7.58% | 9.94% | 6.97% | 7.10% |
| | NRW | Volume | 383.457 | 335.271 | 407.056 | 265.104 | 455.126 | 327.463 |
| | | Percentage | 50.60% | 48.70% | 54.98% | 45.31% | 55.42% | 46.22% |
| | Water Losses | Volume | 330.845 | 302.971 | 345.276 | 263.934 | 453.483 | 326.046 |
| | | Percentage | 43.66% | 44.01% | 46.63% | 45.11% | 55.22% | 46.02% |
| | ILI | | 3.44 | 3.00 | 3.45 | 2.67 | 4.63 | 3.36 |
| Kleinmond | Treatment Losses | Volume | 75.267 | 73.584 | 67.349 | 16.091 | 68.368 | 51.584 |
| | | Percentage | 8.55% | 8.19% | 8.64% | 2.25% | 8.33% | 6.68% |
| | NRW | Volume | 289.372 | 276.922 | 183.409 | 188.379 | 203.625 | 202.304 |
| | | Percentage | 35.94% | 33.57% | 25.75% | 26.90% | 27.06% | 28.07% |
| | Water Losses | Volume | 282.963 | 273.090 | 178.280 | 186.978 | 202.120 | 200.863 |
| | | Percentage | 35.15% | 33.11% | 25.03% | 26.70% | 26.86% | 27.87% |
| | ILI | | 3.11 | 3.30 | 2.17 | 2.28 | 2.48 | 2.49 |
| Greater Hermanus | Treatment Losses | Volume | 217.909 | 445.591 | 487.283 | 539.107 | 654.274 | 572.544 |
| | | Percentage | 5.14% | 10.79% | 11.77% | 12.89% | 13.73% | 12.35% |
| | NRW | Volume | 960.986 | 430.532 | 332.685 | 262.270 | 317.045 | 474.020 |
| | | Percentage | 23.88% | 11.69% | 9.10% | 7.20% | 7.71% | 11.66% |
| | Water Losses | Volume | 947.239 | 416.581 | 316.318 | 254.983 | 308.822 | 465.893 |
| | | Percentage | 23.54% | 11.31% | 8.66% | 7.0% | 7.51% | 11.46% |
| | ILI | | 2.23 | 0.98 | 0.75 | 0.62 | 0.77 | 1.19 |
| Stanford | Treatment Losses | Volume | 143.545 | 40.381 | 53.133 | 20.993 | 9.125 | 85.643 |
| | | Percentage | 32.15% | 11.05% | 14.18% | 6.53% | 2.91% | 22.01% |
| | NRW | Volume | 79.613 | 93.141 | 90.868 | 78.723 | 76.937 | 73.438 |

| Treatment Losses, NRW, Water Losses and ILIs for the Various Water Distribution Systems | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | Percentage | 26.28% | 28.65% | 28.25% | 26.20% | 25.29% | 24.19% |
| | Water Losses | Volume | 78.036 | 91.463 | 87.478 | 78.122 | 76.329 | 72.831 |
| | | Percentage | 25.76% | 28.14% | 27.19% | 26.00% | 25.09% | 23.99% |
| | ILI | | 2.27 | 4.31 | 4.16 | 3.81 | 3.80 | 3.69 |
| Greater Gansbaai | Treatment Losses (Franskraal) | Volume | 97.490 | 64.025 | 66.610 | 55.750 | 67.191 | 74.357 |
| | | Percentage | 8.69% | 5.45% | 5.56% | 5.02% | 6.41% | 7.41% |
| | Treatment Losses (De Kelders) | Volume | 79.262 | 69.012 | 71.221 | 68.287 | 95.258 | 85.837 |
| | | Percentage | 22.89% | 19.68% | 19.71% | 16.30% | 17.93% | 16.90% |
| | NRW | Volume | 308.492 | 390.657 | 450.328 | 449.900 | 529.125 | 384.841 |
| | | Percentage | 23.89% | 28.07% | 31.67% | 32.01% | 37.33% | 28.49% |
| | Water Losses | Volume | 303.451 | 384.859 | 445.817 | 447.089 | 526.290 | 382.139 |
| | | Percentage | 23.50% | 27.66% | 31.35% | 31.81% | 37.13% | 28.29% |
| | ILI | | 2.26 | 3.03 | 3.58 | 3.84 | 4.58 | 3.35 |
| Pearly Beach | Treatment Losses | Volume | 4.756 | 4.891 | 29.603 | 5.860 | 10.044 | 5.489 |
| | | Percentage | 3.10% | 3.15% | 16.98% | 4.64% | 7.04% | 3.64% |
| | NRW | Volume | 44.318 | 46.005 | 38.499 | 23.495 | 21.928 | 36.951 |
| | | Percentage | 29.81% | 30.57% | 26.60% | 19.52% | 16.54% | 25.41% |
| | Water Losses | Volume | 43.574 | 45.166 | 37.760 | 23.254 | 21.663 | 36.660 |
| | | Percentage | 29.31% | 30.02% | 26.09% | 19.32% | 16.34% | 25.21% |
| | ILI | | 1.26 | 2.81 | 2.35 | 1.43 | 1.43 | 1.00 |
| Baardskeerdersbos | Treatment Losses | Volume | 2.603 | 2.637 | 3.101 | 2.446 | 2.967 | 3.736 |
| | | Percentage | 14.67% | 14.40% | 17.15% | 14.26% | 18.52% | 20.33% |
| | NRW | Volume | 7.918 | 6.941 | 7.509 | 6.752 | 5.047 | 6.654 |
| | | Percentage | 52.31% | 44.28% | 50.14% | 45.91% | 38.67% | 45.44% |
| | Water Losses | Volume | 7.871 | 6.834 | 7.313 | 6.723 | 5.021 | 6.625 |
| | | Percentage | 52.00% | 43.60% | 48.83% | 45.71% | 38.47% | 45.24% |
| | ILI | | 2.35 | 2.12 | 2.29 | 2.12 | 1.58 | 1.30 |
| Buffeljags Bay | Treatment Losses | Volume | -0.220 | -0.139 | 0.048 | 0.523 | 0.606 | 0.979 |
| | | Percentage | -3.89% | -2.77% | 0.98% | 10.53% | 13.37% | 18.04% |
| | NRW | Volume | 3.156 | 0.930 | 0.770 | 0.373 | 0.200 | 0.705 |
| | | Percentage | 53.68% | 18.03% | 15.83% | 8.40% | 5.09% | 15.85% |
| | Water Losses | Volume | 3.127 | 0.901 | 0.741 | 0.364 | 0.192 | 0.696 |
| | | Percentage | 53.19% | 17.46% | 15.24% | 8.20% | 4.89% | 15.65% |
| | ILI | | 33.80 | 4.95 | 4.05 | 2.0 | 1.06 | 3.83 |
| **TOTAL** | **NRW** | **Volume** | **2 077.312** | **1 580.399** | **1 511.124** | **1 274.996** | **1 609.033** | **1 506.376** |
| | | **Percentage** | **28.26%** | **22.31%** | **21.54%** | **18.82%** | **21.29%** | **20.60%** |
| | **Water Losses** | **Volume** | **1 997.106** | **1 521.865** | **1 418.983** | **1 261.447** | **1 593.920** | **1 491.753** |
| | | **Percentage** | **27.17%** | **21.48%** | **21.23%** | **18.62%** | **21.09%** | **20.40%** |
| | **ILI** | | 2.32 | 1.83 | 1.73 | 1.57 | 2.03 | 1.74 |

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

The Billed Metered Consumption figures up to 2019/2020 included the raw water volumes supplied from the different raw water pipelines to consumers, as well as the volume of treated effluent re-used by consumers. These volumes were excluded for the 2020/2021 financial year and therefore the drastic increase in the NRW and Water Losses for the 2020/2021 financial year, especially in the Greater Hermanus area.

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 2021).

| 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 | R456 918 525 | 37.6% |
| Sewerage Infrastructure | | | R626 708 338 | R383 357 165 | 61.2% |
| Remaining Useful Life (CRC) | | | | | |
| Asset Type | 0 – 5 yrs | 6 – 10 yrs | 11 – 15 yrs | 16 – 20 yrs | > 20 yrs |
| Water Infrastructure | R583 516 251 | R76 130 827 | R1 827 408 | R133 463 059 | R421 286 873 |
| Sewerage Infrastructure | R62 950 989 | R114 233 343 | R13 301 153 | R57 870 125 | R378 352 728 |
| Age Distribution (CRC) | | | | | |
| Asset Type | 0 – 5 yrs | 6 – 10 yrs | 11 – 15 yrs | 16 – 20 yrs | > 20 yrs |
| Water Infrastructure | R5 443 196 | R151 206 319 | R360 075 386 | R43 677 160 | R655 822 357 |
| Sewerage Infrastructure | R7 383 530 | R101 557 009 | R103 624 057 | R35 080 636 | R379 063 106 |
| 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 146 181 | R189 498 971 | R72 712 081 |

The CRC and CV in the above table indicate that 62.4% of the value of the water infrastructure and 38.8% 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 R646.467 million. The asset renewal needs for the **water infrastructure assets** over the next 10 years is R65.965 million per year. The reinvestment required is R583.516 million in the first 5 years and R76.130 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 R17.718 million per year. The reinvestment required is R62.950 million in the first 5 years and R114.233 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 Wastewater 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, replacement 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 Wastewater Bulk Works Contract assists 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.

A pipe replacement study was performed for Overstrand Municipality's entire water distribution system in October 2019. The replacement value for the top 200 pipes to be replaced in Overstrand Municipality is R19.849 million (20.697km).

Water Resources

The Western Cape experienced a severe drought over the period 2015 to 2017, with some relief during the 2018 to 2021 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 continued with the implementation of various 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 2020/2021 requirement (2.5% or 3%) | Annual Growth on 2020/2021 requirement (3.5% or 4%) | WSDP Projection Model |
|---|---|---|---|---|
| Buffels River | 1.717 (Y) | > 2045 (2.5%) | 2043 (3.5%) | > 2045 |
| Kleinmond | 2.589 (Y) | > 2045 (2.5%) | > 2045 (3.5%) | > 2045 |
| Greater Hermanus | 6.000 (L) * | 2031 (3.0%) | 2028 (4.0%) | 2029 |
| Stanford | 1.600 (L) | > 2045 (2.5%) | > 2045 (3.5%) | > 2045 |
| Greater Gansbaai | 2.768 (Y) | 2041 (3.0%) | 2036 (4.0%) | 2037 |
| Pearly Beach | 0.307 (Y) | > 2045 (2.5%) | 2040 (3.5%) | 2037 |
| Baardskeerdersbos | 0.090 (Y) | > 2045 (2.5%) | > 2045 (3.5%) | > 2045 |
| Buffeljags Bay | 0.028 (Y) | > 2045 (2.5%) | > 2045 (3.5%) | > 2045 |

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 (Hemel en Aarde) 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 also acts 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.

The approved organogram for the municipality had 1 095 filled and 92 vacant posts at the end of June 2021, resulting in a vacancy rate of 7.8% for the 2020/2021 financial year.

**Overstrand Municipality's Vulnerability Index for 2021 was indicated as 0.19 "Low Vulnerability" in the latest Municipal Strategic Self-Assessment Report. The vulnerability of all the KPIs for the 2021 assessment were low, except Information Management (60%) for which the vulnerability was indicated as moderate and Financial Asset Management (55%) for which the vulnerability was indicated as high.**

A Water and Wastewater 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 (Hermanus), 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 currently busy with the updating of their WSDP for the new five-year cycle. The Municipality also annually compile the WSDP Performance- and Water Services Audit Report, which is submitted to Council with the Annual Report. The Municipality updated their existing Water Supply and Sanitation Services By-law during the 2020/2021 financial year, but it still needs to be taken through the public participation process, where after it needs to be gazetted.

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 2020/21

# OVERSTRAND MUNICIPALITY

Munisipaliteit • U-Masipala • Municipality
OVERSTRAND

## INTEGRATED WASTE MANAGEMENT PLAN:
## *Annual Report (1 July 2020 – 30 June 2021)*

**COMPILED BY:**

JPCE

**(Specialist Consulting Engineers)**

## NOVEMBER 2021

# REPORT: INTEGRATED WASTE MANAGEMENT PLAN: Annual Report (1 July 2020 – 30 June 2021)

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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 2020 to 30 June 2021. The Overstrand 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 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 2020 TO 30 JUNE 2021 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 (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. | 0.5 | Refer to additional information for public awareness. Further implementation to continue. Engagement with special and hazardous waste generators delayed due to COVID19 and associated restrictions. |
| 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.<br><br>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.<br><br>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.<br><br>The Waste Management Officer attends the Overberg Provincial Waste Forum, The Western Cape Recycling Action Group as well as 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 | Review IWMP and submit IWMP annual report along with implementation projects update. | 1 | Completed annually |
| 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 and drop-off facility for Hermanus. | 1 | Construction practically completed in October 2021. |
| 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 is repeated every 6 months. |
| **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 | Appoint contractor(s) for MRF operations at the new Hermanus MRF. | 1 | Tenders closed in March 2021 and a contractor was appointed. Actual operations will start in November 2021. |

| Goals and implementation items (2020 IWMP) | | | 2020/2021 | Future planning / Comments |
|---|---|---|---|---|
| Strategic Objective 3: | Increase waste diversion through reuse, recovery and recycling | Same as previous. | 1 | See above |
| **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. | 1 | All required audits were conducted. |
| Strategic Objective 2: | Remediate and rehabilitate contaminated land | Conclude investigation to verify that all waste has been removed at the Pearly Beach Landfill. | 1 | Process under way and extended to upcoming implementation period in order to conclude discussions and actions with the DEADP. |
| Strategic Objective 3: | Facilitate the development of waste policy instruments | Update integrated waste management by-laws in terms of latest national legislation and 5th Gen IWMP. | 1 | The new integrated waste management by-laws were developed and circulated for public comment. |
| 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 % (2020-2021)** | | | **95%** | |

# 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.

- Newspapers: For example, "Village News" and "Gansbaai Courant". Solid Waste project articles and advertisements for public participation.
- Press releases, website and pamphlets: Draft by-law advertisement and call for public input. Waste transportation information and available solid waste facility information. Solid waste projects progress reports.
- Information pamphlets: Discouraging illegal dumping and information regarding collection days for weekenders.
- 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-20 | 634.34 | 1236.86 | 181.08 | 1418.40 | 16.88 | | 23% | 809.90 | 10936.48 |
| Aug-20 | 600.61 | 627.90 | 43.40 | 1051.76 | 9.79 | | 39% | 655.20 | 2978.10 |
| Sep-20 | 967.17 | 728.94 | 97.70 | 658.18 | 14.02 | | 39% | 578.06 | 3212.12 |
| Oct-20 | 511.48 | 1337.25 | 197.70 | 1173.00 | 27.74 | | 45% | 776.65 | 3219.05 |
| Nov-20 | 554.24 | 1151.10 | 139.14 | 1306.86 | 0.00 | | 43% | 610.20 | 3552.90 |
| Dec-20 | 1305.88 | 619.14 | 169.18 | 844.96 | 16.18 | | 39% | 775.71 | 3931.28 |
| Jan-21 | 1288.16 | 593.54 | 152.68 | 953.36 | 0.00 | | 43% | 846.74 | 3148.81 |
| Feb-21 | 1032.28 | 1030.25 | 144.60 | 1101.02 | 0.00 | | 46% | 760.61 | 3138.76 |
| Mar-21 | 876.51 | 1000.90 | 192.56 | 1297.11 | 13.88 | | 45% | 804.14 | 3408.78 |
| Apr-21 | 1463.96 | 894.35 | 129.06 | 980.66 | 16.16 | | 45% | 808.97 | 3410.65 |
| May-21 | 1324.90 | 998.65 | 0.00 | 1126.01 | 13.96 | | 49% | 708.19 | 2960.13 |
| Jun-21 | 730.19 | 797.59 | 192.06 | 1064.47 | 0.00 | | 44% | 671.92 | 2885.48 |
| **Year Total** | **11,289.72** | **11,016.47** | **1,639.16** | **12,975.79** | **128.61** | **0.00** | **40%** | **8,806.28** | **46,782.53** |
| Average Monthly | 940.81 | 918.04 | 136.60 | 1,081.32 | 10.72 | | | 733.86 | 3898.54 |
| Average Daily (6 day) | 36.19 | 35.31 | 5.25 | 41.59 | 0.41 | 0.00 | | 28.23 | 149.94 |

From the table above, it can be seen that on average, 40% of the Overstrand's solid waste stream has been diverted during the evaluation period. This is over and above the target of 20% set from 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 7400 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 (currently under construction).

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 hooklift 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 Overstrand Municipality, the Overberg District 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 2020 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 next round of audits is scheduled for November 2021.

- Gansbaai Operational Landfill
- Hawston Closed Landfill (Waste body removed and area remediated)
- Hermanus RTS
- Hermanus Closed Landfill
- Kleinmond RTS
- Pearly Beach Closed Landfill
- Stanford Closed Landfill
- Voëlklip Closed Landfill

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 fully 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 2021) for each site that would require future rehabilitation is provided below:

| Site Name: | Onrus Landfill | Hermanus Landfill | Hawston Landfill | Fisherhaven Landfill |
|---|---|---|---|---|
| **Total (Excl. VAT)** | R15,966,247.02 | R16,368,975.38 | R5,029,043.52 | R12,933,515.26 |
| **Site Name:** | **Voëlklip Landfill** | **Stanford Landfill** | **Pearly Beach Landfill** | **Gansbaai Landfill** |
| **Total (Excl. VAT)** | R21,835,335.86 | R5,046,132.35 | R6,260,600.40 | R44,258,863.24 |

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 has been completed. The waste was transported to the Karwyderskraal Landfill for disposal. The process needs to be concluded in the next evaluation period in order for the DEADP to approve the licence surrender. Establishment of a new Drop-off and material recovery facility for Hermanus is currently under construction.

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 | 72,198,343 |
| Transfers Recognised - Operating | 17,229,468 |
| Transfers Recognised - Capital | 5,161,877 |
| Other Revenue | 67,089 |
| Total Operating Revenue | **94,656,778** |
| **OPERATING EXPENDITURE** | |
| Employee Related Costs - Wages & Salaries | 27,279,661 |
| Employee Related Costs - Social Contributions | 4,289,572 |
| Debt Impairment | 366,216 |
| Depreciation and Asset Impairment | 2,853,646 |
| Interest Expense - External Borrowings | 319,752 |
| Other Materials | 3,623,643 |
| Contracted Services | 28,312,494 |
| Other Expenditure | 677,873 |
| Contributions To/(From) Provisions | 28,547,455 |
| Total Direct Operating Expenditure | **96,270,311** |
| **SURPLUS/DEFICIT** | |
| Operating Surplus: Total revenue less Total Expenditure | **-1,613,534** |

### 4.7 IWMP REVIEW AND UPDATE

The latest IWMP was finalised and approved by Council on 27 May 2020. 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 listed in the implementation schedule.

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.

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

# more rand

bout our daily lives, and in which we educate

Municipal Manager, Dean s with these senti- ery important for the to ensure our residents ses have access to fibre and that our town is other towns and cities he says.

ll make a big difference cannot be disputed. cs group, Lightstone, has ata showing a significant gration movement across . The data revealed that of homeowners who ught homes in the three g up to 2020 moved from ller towns. Most of these om the Western Cape and e appeal of opting for a ng within their respective ut Gautengers are mov- he country.

e estate agents an advan- ng point when marketing g region. Only last week, blished on the Getaway The 5 Best Towns in South gital Nomads' put Herma- umber 1 spot for those aking away from their ffices in big cities and ently remote working cording to the article, l nomads are semigrating change their work habits njoy a healthier lifestyle.

cost may be higher verall cost of using internet is lower than thods, es require less mainte-

ables are at risk of age. If unprotected, amage these cables ng or renovations to ture.

employees would be me cable, an outage a larger disruption in

# New Materials Recovery Facility making progress

The construction of the new Materials Recovery Facility (MRF) and public drop-off facility at the Hermanus waste water treatment works site off Schulphoek Road is back on track, with the contractor currently busy fixing the structural steel for the MRF building.

According to a report from the Overstrand Municipality, progress on the project was delayed by about three months when the structural steel from the last three portal frames was blown over by strong winds in March and subsequently condemned for re-installation by the structural engineer after inspection.

The contractor was then required to source new steel members for the replacement elements as quickly as practically possible, and with the current steel shortage in the country this has resulted in a delay of the finalisation of this project, which was originally planned to be finished before the end of June 2021.

The good news is that all the required steel has been sourced and was eventually delivered to the site last week and the contractor is now pushing to finish the building and other outstanding works as soon as possible.

At this stage it is estimated that the construction will be completed during August 2021, and that the successful tenderer will be able to start with its operations of the facility in September 2021, two months later than originally planned. Applications for the three-year tender for the operation of the facility have closed, and are currently under evaluation.

A notice will be issued informing the public when the municipality will restart the two bags collection system once there is more clarity on the completion date of the construction project and the agreed starting date of the MRF operator.





**After a three-month delay due to damage caused to the steel structure of the new materials recovery facility building by strong winds in March, construction is back on track and expected to be completed by the end of August.**

PHOTOS: Supplied

OVERSTRAND

## OVERSTRAND MUNICIPALITY
## DRAFT AMENDED INTEGRATED WASTE MANAGEMENT BY-LAW

Notice is hereby given that the municipality intends adopting the above mentioned amended by-law.
The public is invited in terms of Section 12 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) to submit representations in connection with the proposed by-law on or before 16 April 2021 to the Municipal Manager (for attention Craig Mitchell) at the under-mentioned address or fax number or per email to cmitchell@overstrand.gov.za.
The proposed amended by-law will be available for perusal during office hours at the offices of the Area Managers in Gansbaai, Stanford, Hermanus and Kleinmond; all public libraries in the Overstrand; the municipality's corporate head office in Hermanus and on the official website at www.overstrand.gov.za.
Persons who cannot write can visit the Area Managers in Gansbaai, Stanford, Hermanus or Kleinmond during office hours where such persons will be assisted to transcribe their comments or representations. The designated officials for the respective municipal areas are as follows:
Gansbaai, Stanford: F Myburgh
Hermanus: A Wyngaard
Kleinmond: D Lakey
D O'NEILL (MUNICIPAL MANAGER) Fax number: 028 313 8128
Overstrand Municipality, PO Box 20, HERMANUS, 7200 Notice number: 19/2021

## MUNISIPALITEIT OVERSTRAND
## KONSEP GEWYSIGDE GEINTEGREERDE AFVAL BESTUURSVERORDENING

Kennisgewing geskied hiermee dat die munisipaliteit beoog om bogenoemde verordening te aanvaar.
Die publiek word ingevolge artikel 12 van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 (Wet 32 van 2000) genooi om vertoë in verband met die voorgestelde verordening voor of op 16 April 2021 aan die Munisipale Bestuurder (vir aandag Craig Mitchell) by ondergemelde adres of faksnommer te rig of per epos aan cmitchell@overstrand.gov.za.
Die voorgestelde verordening sal gedurende kantoorure ter insae beskikbaar wees by die kantore van die Areabestuurders in Gansbaai, Stanford, Hermanus en Kleinmond; alle openbare biblioteke in die Overstrand; die munisipaliteit se korporatiewe hoofkantoor in Hermanus en op die amptelike webwerf by www.overstrand.gov.za.
Persone wat nie kan skryf nie, kan die Areabestuurders in Gansbaai, Stanford, Hermanus of Kleinmond gedurende kantoorure besoek, waartydens sodanige persone hulp sal ontvang om hulle kommentaar of vertoë op skrif te stel. Die aangewese amptenare vir die onderskeie munisipale gebiede is soos volg:
Gansbaai, Stanford: F Myburgh
Hermanus: A Wyngaard
Kleinmond: D Lakey
D O'NEILL (MUNISIPALE BESTUURDER) Faksnommer: 028 313 8128
Munisipaliteit Overstrand, Posbus 20, HERMANUS, 7200 Kennisgewingnommer: 19/2021

## UMASIPALA WE-OVERSTRAND
## UYILO OLULUNGISIWEYO: LOMTHETHO KAMASIPALA WOLAWULO LWENKUNKUMA

Kwaziswa ukuba uMasipala uneenjongo zokwamkela lo mthethwana ungentla.
Uluntu luyacelwa ngokwesahluko 12 sooRhulumente Basemakhaya: UMthetho-Nkqubo wooMasipala, wowama-2000 (Umthetho 32 wowama-2000) ukuba bangenise izimvo ngokwalo mthethwana uphakanyiswayo kuMasipala phambi okanye ngomhla wama 16 KuEpreli wama 2021 kuMphathi kaMasipala (zithunyelwe kuMnu. Craig Mitchell) kule dilesi nenombolo zefekisi ezingezantsi okanye kuthunyelwe imeyile ku: cmitchell@overstrand.gov.za.
Lo mthethwana ucetywayo uza kufumaneka kwi-ofisi zabaphathi bengingqi bakamasipala eGansbaai, eStanford, eHermanus naseKleinmond nakuwo amathala encwadi aseOverstrand nakuyo i-ofisi ephezulu kamasipala eHermanus, nakwi-webhusayithi www.overstrand.gov.za, kwabo bafuna ukuwufunda.
Abantu abangakwaziyo ukubhala bangandwendwela ii-ofisi zabaphathi bengingqi zikamasipala eGansbaai, eStanford, eHermanus naseKleinmond apho baza kufumana uncedo lokubhala izimvo zabo. Abaphathi bengingqi ababelwe lo msebenzi ngaba balandelayo:
Gansbaai, Stanford: F Myburgh
Hermanus: A Wyngaard
Kleinmond: D.Lakey
D O'NEILL (UMPHATHI KAMASIPALA) Inombolo yefekisi: 028-313 8128
Umasipala weOverstrand, PO Box 20, HERMANUS, 7200 Inombolo yesaziso: 19/2021

We belong We care We serve

**OVERSTRAND MUNICIPALITY**

**DRAFT AMENDED INTEGRATED WASTE MANAGEMENT BY-LAW**

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D O'NEILL
MUNICIPAL MANAGER

Overstrand Municipality
PO Box 20
HERMANUS
7200
Fax number: 028 313 8128

Notice number: 19/2021

**MUNISIPALITEIT OVERSTRAND**

**KONSEP GEWYSIGDE GEINTEGREERDE AFVAL BESTUURSVERORDENING**

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D O'NEILL
MUNISIPALE BESTUURDER

Munisipaliteit Overstrand
Posbus 20
HERMANUS
7200
Faksnommer: 028 313 8128

Kennisgewingnommer: 19/2021

**UMASIPALA WE-OVERSTRAND**

UYILO OLULUNGISIWEYO: LOMTHETHO KAMASIPALA WOLAWULO LWENKUNKUMA

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D O'NEILL
UMPHATHI KAMASIPALA

Umasipala weOverstrand
PO Box 20
HERMANUS
7200
Inombolo yefekisi: 028-313 8128

Inombolo yesaziso: 19/2021

MEDIAVERKLARING / PRESS RELEASE

CONTACT:
**Municipal Manager: Dean O'Neill**
Tel: 028 313 8003 | mm@overstrand.gov.za
Overstrand Municipality

**Media Liaison & Social Media Officer**
**Riana Steenekamp**
Tel: 028 313 8043 | rsteenekamp@overstrand.gov.za

Munisipaliteit • U-Masipala • Municipality
OVERSTRAND

**13 April 2021**

**WHAT YOU NEED TO KNOW ABOUT TRANSPORTATION OF WASTE IN THE OVERSTRAND**

To share roads safely and responsibly with other road users there is an onus on the driver who transports goods to ensure that these loads are safely secured during transport.

**Cover your load**

Uncovered loads of waste such as household general waste, leaves, branches and small pieces of builders' rubble from uncovered vehicles can fall from the bakkie or trailer onto the road and create a hazard for other road users.

Always cover and secure your load with tarpaulins, nets or purpose designed covers that adequately secures the load, or risk a R1 500 fine.

According to the Integrated Waste Management municipal by-law a person transporting waste through the municipal area must ensure that:

- loose waste on an open vehicle is covered with a tarpaulin or suitable net; and
- no waste become detached, leaks or falls from the vehicle transporting it.

**WASTE DISPOSAL DURING LEVEL 1 LOCKDOWN**

All transfers stations and drop-off facilities are open.

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.

**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, Sundays 10:00 to 17:00 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** *(builders rubble, garden and general waste)* - open weekdays from 08:00 till 18:00, Saturdays 09:00 to 16:00, Sundays 10:00 to 17:00 and public holidays 09:00 to 14:00.

**KLEINMOND transfer station** (*builder's rubble, garden waste and general household waste)* is open weekdays from 07:30 - 18:00 and Saturdays, Sundays and public holidays from 07:30 to 16:00.

**BETTIES BAY garden waste drop-off** (*garden waste only*) is open weekdays between 08:00 - 16:00 and Saturdays from 08:00 to 16:00.

**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.

**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.

END/EINDE

MEDIAVERKLARING / PRESS RELEASE

**CONTACT:**
**Municipal Manager: Dean O'Neill**
Tel: 028 313 8003 | mm@overstrand.gov.za
Overstrand Municipality

**Media Liaison & Social Media Officer**
**Riana Steenekamp**
Tel: 028 313 8043 | rsteenekamp@overstrand.gov.za

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OVERSTRAND

**17 June 2021**

**PROGRESS REPORT - Update on the progress on the construction on the new Materials Recovery Facility and Public Drop-off for Hermanus and surrounding areas**

As can be seen from the attached photos, the contractor is currently busy fixing the structural steel for the Materials Recovery Facility building. Their progress was delayed by about three months when the structural steel from the last three portal frames was blown over by strong winds in March and subsequently condemned for re-installation by the structural engineer after inspection.

The contractor was then required to source new steel members for the replacement elements as quickly as practically possible, and with the current steel shortage in the country this has resulted in a delay experienced with the finalization of this project, which was originally planned to be finished before the end of June 2021.

The good news is that all the required steel has been sourced and was eventually delivered to the site last week and the contractor is now pushing to finish the building and other outstanding works as soon as practicably possible.

At this stage it is estimated that the construction will be completed during August 2021, and that the facility operator (successful tenderer) will be able to start with their operations of the facility in September 2021, two months later than originally planned. Tenders for the operation of the facility have closed, and are currently under evaluation.

A notice will be issued informing the public when the Municipality will restart the two bags collection system once there is more clarity on the completion date of the construction project and the agreed starting date of the Materials Recovery Facility operator.







END/EINDE

# HOME OWNERS + WEEKENDERS

# PLEASE ADHERE TO THE RUBBISH COLLECTION DAYS

**Do not leave your refuse bags on the pavement on days when refuse is not removed**



**GANSBAAI ADMINISTRATION: MONDAY:** Pearly Beach • **TUESDAY:** De Kelders, Masakhane, Beverly Hills • **WEDNESDAY:** Franskraal • **THURSDAY:** Kleinbaai, Baardskeerdersbos • **FRIDAY:** Gansbaai, Perlemoen Bay, Masakhane, Beverly Hills

***DAYS REMAIN THE SAME REGARDLESS OF PUBLIC HOLIDAYS.***

Overstrand Law Enforcement

# 028 313 8996

When you report unlawful dumping, provide as much info as you can

# Think before you dump

Munisipaliteit • U-Masipala • Municipality
OVERSTRAND

Munisipaliteit • U-Masipala • Municipality
OVERSTRAND

P.O. Box 20, Hermanus 7200
www.overstrand.gov.za

| | Telephone | Fax |
|---|---|---|
| Hermanus | 028 313 8000 | 028 312 1894 |
| Gansbaai | 028 384 8300 | 028 384 0241 |
| Kleinmond | 028 271 8400 | 028 271 4100 |
| Stanford | 028 341 8500 | 028 341 0445 |

NOVEMBER 2020

24-hour Emergency 028 313 8000/8111
Fire Brigade 028 312 2400

# Bulletin

*Official newsletter of the Overstrand Municipality*

## COASTAL CLEAN-UP: WORKING TOWARDS A TRASH-FREE OCEAN

In support of International Coastal Clean-up Day, volunteers the world over did their utmost to clear beaches, estuaries and rivers of debris and trash on 19 September in an attempt to keep the likes of plastic bottles and caps, polystyrene take-out containers, food wrappers, cigarette butts and discarded fishing tackle from washing out to the ocean.

Under the auspices of Overstrand Municipality's Environmental Management Services (EMS) and the Department of Environment, Forestry and Fisheries (DEFF), a network of partners and organisations helped to rally and coordinate a whole platoon of volunteers who did a sterling job along Overstrand's coastline.

By way of example, no fewer than thirty-two bags of trash (weighing 185 kg) was collected along the 5 km-stretch of beach from Die Gruis to Sopiesklip in the vicinity of De Kelders.



*Overstrand environmental officers, DEFF youth coordinators and CapeNature field rangers with their haul collected in the vicinity of De Kelders*

Nearby, Gansbaai Tourism coordinated a team comprised of fire fighters, volunteers to help clean up a two-kilometre area around the loading dock at the Gansbaai harbour.

In addition to clearing a pile of discarded fishing gear, this team's haul totalled 41 bags weighing no less than 208 kilograms. Mind you, the discarded tractor tyre uncovered in the process might have added a kilogram or two to that figure.



Note that all collected rubbish and debris were separated as either recyclable (yellow bags) or otherwise (black bags). By separating and documenting trash in this manner, it is hoped that sufficient statistics will be gathered to determine the likely point of origin of pollutants and to convince manufacturers to change their production methods. Plastics SA collates all information, and this is fed into the global statistics held by the Ocean Conservancy.

## THE NEW BABOON HOTLINE NUMBER TO REPORT BABOON ISSUES IS 072 028 0008

The HWS hotline number will be available for reporting and reaction on the operational projects for the Eastern Section which includes Voëlklip, Hermanus Heights and Fernkloof and in the Western Section in Pringle Bay. Issued by Overstrand Municipality.

## CONTRAVENERS OF REFUSE REMOVAL ARRANGEMENTS TO FACE HEAVY FINES

Unfortunately, far too many residents have still not heeded our plea to NOT place their refuse bags and wheelie bins out before 07:00 on the day scheduled for collection.

Consequently, baboons, birds, dogs and cats are having a field day, resulting in rubbish being strewn and blown all over the show and, sadly, ending up in streams, estuaries and, ultimately, the ocean.

Given that failure to comply with stipulations regarding the collection of household refuse is a punishable offence in terms of Overstrand Municipality's Integrated Waste Management By-law, the municipality will have no option but to impose heavy fines on offenders in future.

*Especially landlords and letting agents should take heed of the schedule published below and remind holidaymakers and weekenders of arrangements in this regard:*

- 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 pavement for removal in areas which the municipality has not identified as a problem-animal area.
- In identified problem-animal areas, no refuse bags may be left on the pavement and waste containers must be secured with baboon-proof locking devices.
- In all instances, excess refuse should be taken to the nearest transfer station and not dumped next to municipal bins.
- In the case of weekenders and holidaymakers, please make arrangements with a nearby neighbour to dispose of household waste on the scheduled day.
- As far as practically possible, glass items should be packaged or wrapped before being placed into wheelie bins or black bags to prevent injury to waste collectors. Wherever possible, such items should rather be recycled or disposed of at public drop-offs or transfer stations.

*For your convenience, please refer to the handy refuse removal schedule covering all areas in Overstrand below:*

OVERSTRAND



### REFUSE REMOVAL SCHEDULE

**HERMANUS ADMINISTRATION**

**Monday:** Vermont, Fisherhaven, Voëlklip • **Tuesday:** Onrus, Chanteclair, Berghof, Sandbaai, Hemel-en-Aarde • **Wednesday:** Zwelihle, Mount Pleasant • **Thursday:** Westcliff, Northcliff, Houses in the CBD and Hermanus Industrial Area • **Friday:** Fernkloof, Hawston, Eastcliff, Hermanus Heights, Kwaaiwater.

**GANSBAAI ADMINISTRATION**

**Monday:** Pearly Beach, Eluxolweni, Buffeljaags, Informal settlement of Masakhane • **Tuesday:** De Kelders, Formal settlement of Masakhane, Beverly Hills • **Wednesday:** Franskraal, Informal settlements of Masakhane, Industrial Areas • **Thursday:** Kleinbaai, Baardskeerdersbos • **Friday:** Gansbaai, Perlemoen Bay, Masakhane, Beverly Hills, Blompark

**STANFORD ADMINISTRATION**

**Tuesday:** North of De Bruyn Street • **Thursday:** South of De Bruyn Street

**KLEINMOND ADMINISTRATION**

**Monday:** Rooi Els, Kleinmond Sea Avenues, Kleinmond Mountain Avenues, Klein Berlyn, Heuningkloof • **Tuesday:** Proteadorp, Overhills, Mountain View, Extension 6, Palmiet, Sunny Seas • **Wednesday:** Betty's Bay, Mooiuitsig • **Thursday:** Pringle Bay.

*DAYS REMAINS THE SAME REGARDLESS OF PUBLIC HOLIDAYS.*

## EXTENSION OF KLEINMOND'S SEWERAGE RETICULATION NETWORK *UNDERWAY*

Amandla Construction began with extension work along 10th Avenue mid-September and is progressing well. Around the same time, the other contractor, Venleo Construction, started at the lowest point in 4th Street and will move upwards to construct sewers in 6th, 7th, 8th and 9th Avenue.

Residents will be informed one week in advance before construction commences in their section of the avenues concerned and are advised to take note that construction between manholes can take up to two weeks to complete, weather permitting.

Even though roads will be closed to the general public during the construction period, residents will still have access to their properties except in instances where roads are too narrow. In the case of the latter, the contractors undertook to inform affected residents of the situation well in advance.

Nevertheless, all affected residents should please check the level of their sewage tanks and ensure that tanker services are ordered in the week before construction in their section of the avenue commences.

**Call 028 271 8400/8435 to make a booking.**

Please be patient while construction vehicles are at work and stay clear of the construction areas as far as possible. If you do not reside in any of the affected areas, kindly make use of electronic means to contact family and friends living in those areas.

In Heuningkloof, the contractor is finishing off and is busy with the restoration of roads and sidewalks. Once completed, Overstrand Municipality will conduct final inspections of the work. On completion of the latter, residents will be informed when they can connect to the extended sewerage reticulation network.

## SNATCH-AND-RUN ROBBERIES ON THE INCREASE



## PLAY SAFE



Overstrand Law Enforcement would like to caution everyone – pedestrians and patrons of restaurants and cafés especially – to pay constant attention to their surrounds and to not leave their valuables, especially cell phones and purses, in plain sight.

Snatch-and-run-robberies typically involve someone approaching from behind and then grabbing something (your cell phone, your purse) before running of before you can react.

All too often, we tend to text and chat on our phones as we are walking along a pavement or while sitting in a café, oblivious to our surrounds. That is the ideal opening for criminals such as these to strike.

Since our attention is focused elsewhere, we will never see them coming.

Thus, when you do use your phone in public next time, please be vigilant. Someone may be watching.

### A SPECIAL WORD OF CAUTION TO CYCLISTS

Unfortunately, several incidents have been reported in the vicinity of Sandbaai, Mount Pleasant and along the R43 where unsuspecting cyclists have been robbed of their bikes and cell phones.

For this reason, cyclists are advised to steer well clear of isolated roads and to rather cycle in groups.

And, as per the advice offered above, pay attention to your surrounds and keep those earphones and cell phones well hidden.

At the time of going to press, Fronwen Marais, head of the task team assigned to address this matter, gave his assurance that every effort is being made to corner the culprits and to ensure the safety of both the public and cyclists.

## HERMANUS RESIDENTS STILL TO USE WATER SPARINGLY

Even though the De Bos Dam reached capacity early in October and over-flowed for the first time in four years, this does not mean that water should be squandered and that residents should relax their prudent usage of this precious resource.

Over the past four years, Hermanus has been subjected to a devastating drought. Thankfully, residents were but all too willing to rally in an attempt to counter this disaster and, in the process, became water-wise citizens who understand the crucial role their habits fulfil in efficient water usage.

It paid off and, today, we are so much wiser. Let us not forget the lessons we have learnt. Despite the promising De Bos Dam level, Overstrand Municipality will continue to impose strict regulations and request all consumers to observe level xx restrictions (i.e. not to water gardens between the hours of 09:00 and 17:00).



Note, though, that the restrictive tariffs imposed to help curb excessive water consumption in the Greater Hermanus area have been lifted with effect from 01 September 2020.

## LICENSING & REGISTRATION BACKLOG ADDRESSED

- Hermanus Traffic now open every second Saturday from 08:30 till 12:00. The lockdown as a result of the Covid-19 pandemic has caused a hug backlog with regards to the renewal of driver's licences and public driving permits. Furthermore, no roadworthy tests or tests for learner driver's licences could be performed. In an attempt to counter this situation, all traffic offices in the municipal area will be fully operational between the hours of 08:00 and 15:30 on weekdays. Furthermore, officials at Hermanus Traffic will be on standby every second Saturday between the hours of 08:30 and 12:00 to render assistance wherever they can.
- Do your bit to expedite safe processing. Even though Overstrand Traffic will ensure that every measure is in place to safeguard visitors to its offices, all attempts should be made to avoid a large number of people gathering in one place. To this end, we kindly request that you do the following:
- Where ever possible, pay the requisite fee in advance by making use of EFT facilities. You can verify the amount due by calling 028 313 8175/8031/8166 (Hermanus Traffic), 028 384 8339 (Gansbaai Traffic) or 028 271 8400 (Kleinmond Traffic).



- *Ensure that you have the following on hand:*
- Identity document, passport, traffic register (original or copy)
- Proof of address (e.g. a utility bill, telephone or retail account not older than three months)
- *If you are renewing a licence disk on behalf of someone else, please have the following on hand:*
- A letter stating the registration number of the vehicle in question authorising you to renew the licence disk on the owner's behalf and/or in the case of married couples, a copy of your marriage certificate
- A certified copy of both your ID and the ID of the person whose licence disk you will be renewing
- The licence disk or registration papers of the vehicle in question

## KEEN ON SELLING YOUR PROPERTY?

*Be warned: Cluttering the pavement with "FOR SALE" signs can result in a fine.*

*In accordance with the Overstrand Municipality: By-law relating to Outdoor Advertising and Signage, 2011, only two "For Sale" signs are permitted per property, of which not more than one may be of a particular estate agency. This by-law stipulates that:*

1. In the case of a corner property, each of two agencies may erect a "For Sale" sign on the two street frontages of the property.
2. Signs are to be fitted to frames or standards and erected inside the boundary of a property. Where this is not possible due to a boundary wall or fence, the sign is to be placed within 0.5 m of the wall or fence and parallel to it. Where warranted, a sign may be fixed to a gate or wall or fence of the property.
3. Agencies and agents are to inspect their signs on a regular basis to ensure that they are well maintained and comply with this by-law.
4. "For Sale" signs may only be erected on the property concerned and may not be used with arrows or similar indicators to lead clients to a property that is for sale, except in the case of a pan-handle erf.
5. In the case of an enclosed residential development, only one "For Sale" sign per agency may be displayed outside such development.
6. These signs shall be placed at or fixed to the building concerned, or attached to the boundary fence of the premises concerned, or displayed within the boundaries of such premises or, where acceptable to the municipality, in the road reserve within a distance of 0.5 m of the boundary of the premises concerned.
7. All "For Sale" signs are not to exceed 0.27 m2 in size and are to be fitted to frames or standards. No other items may be affixed to such signs.

**It is the responsibility of the owner of the property to ensure that the above provisions are adhered to. Failure to remove excess "For Sale" signs and signs that do not comply with the above stipulations will result in the owner being fined as per the regulations stipulated in the applicable by-law.**

## LIBRARIES REOPEN *BUT WITH STRICT PROVISOS*

Having instituted several safety measures, including the rearrangement of public access areas, all libraries in the Overstrand are now open to patrons from Monday to Friday between the hours of 09:30 and 17:30 with the exclusion of the study and reading sections.In short, this implies that patrons can once again check out books, but they cannot browse magazines or newspapers at their leisure in the reading room. Likewise, access to the references section has been suspended. Internet access will, in future, also be limited to 30-minute slots booked in advance.Other than following the basic rule, no mask, no access, Overstrand's libraries will ensure that social distancing is maintained by limiting a patron's time to 30 minutes. For this reason, no leisurely browsing will be allowed. Patrons of Overstrand's libraries are also requested to drop the material they borrowed off in sealed bags (clearly displaying their membership details) in the bins/boxes placed at the entrances to the respective libraries.Material returned in this manner will be "quarantined" until such time as they are deemed fit to return to the shelves.Given that some books may be quarantined, Elna van der Linde, Gansbaai Librarian, advises patrons to visit the online library catalogue accessible via www.overstrand.gov.za to see which books are available. At the bottom of the page, click on Web Links, then click on 'libraries' and SLIMS to request library material. Alternatively, go to wc.slims.gov.za/desktop/desktopwcheplhe. Requests can also be sent via email to the chief librarian of your local library. Details required include library card number, name and surname, identity number, physical address and contact number. The library staff will do their best to collate all books and other library material requested within two days and make arrangements for collection but must caution that some of the material might be in quarantine and, therefore, unavailable.

Munisipaliteit • U-Masipala • Municipality
OVERSTRAND

P.O. Box 20, Hermanus 7200
www.overstrand.gov.za

| | Telephone | Fax |
|---|---|---|
| Hermanus | 028 313 8000 | 028 312 1894 |
| Gansbaai | 028 384 8300 | 028 384 0241 |
| Kleinmond | 028 271 8400 | 028 271 4100 |
| Stanford | 028 341 8500 | 028 341 0445 |

JUNE 2021

24-hour Emergency 028 313 8000/8111
Fire Brigade 028 312 2400

# Bulletin

*Official newsletter of the Overstrand Municipality*

## REHABILITATION OF SLOPE AT GROTTO EAST PARKING AREA UNDERWAY

Having obtained the necessary authorisation, the rehabilitation and repair of the storm-damaged elevated parking area at Grotto East is underway and will be completed by the end of May if all goes according to plan.

Due to the unique characteristics of dune formation, the natural outlet for the Klein River estuary was blocked by the dunes that formed after vehicle access was banned some years ago. When the Klein River estuary filled with water from the upstream catchment, it took a different path of least resistance to breach and the outlet then flowed past the Grotto Bay east parking area. This breach coincided with an extreme offshore storm and spring tide.





As a result of these conditions and the position of the breach right against the man-made parking lot embankment, scour conditions caused a partial collapse of the sea-most bank. This situation was exacerbated during the winter season of 2013, to the extent that the dunes have been cut back to within six meters of the tarred road.

The area that requires rehabilitation is a 160-metre-long curve. The project entails shaping the face of the parking area on the seaward side to a slope of 1:2 vertical to horizontal from the top of the parking lot surface.

The cement rubble mix and large concrete blocks with reinforced material that was used long ago when the parking area was created will be left in place to help prevent further erosion of the embankment.

Once rehabilitation work has been completed, the slope at the parking area will be smoothed over with compacted clay and soil after which it will be planted with appropriate indigenous vegetation, natural to the coastal area.

Although this is a temporary measure until such time as high sea conditions or migration of the estuary mouth to the west again causes erosion and/or further under-cutting of the bottom layers, this option is preferred as it is not a hard engineering option, is quick to implement and not dangerous to the public.

Charel Bruwer of the environmental planning and impact assessment consultants EnviroAfrica (Overberg) has been appointed as Environmental Control Officer to oversee the implementation of the environmental management plan. Concerns, queries and complaints regarding the rehabilitation project can be directed to him on 082 805 0190 between 07:30 and 18:00.

Note that this project has nothing to do with the parking area or the braai area at Grotto East. Should residents have any recommendations or ideas regarding the existing braai facilities and parking area, they should please approach the relevant ward committee.

## SECURE YOUR LOAD!

In the interest of road safety, anyone who transports general household waste, garden waste or builder's rubble to a transfer station, drop-off site or landfill must ensure that the load is adequately secured.

In accordance with the municipal by-law on integrated waste management, a person transporting waste through a municipal area must ensure:

- that loose waste on an open vehicle is covered with a tarpaulin or suitable net; and
- that no waste becomes detached, leaks or falls from the vehicle transporting it.



Failure to do so will result in a minimum fine of R1 500.



## WASTE DISPOSAL DURING LEVEL 1 LOCKDOWN

All transfers stations and drop-off facilities are open.

Only the Kleinmond transfer station and the drop-off facilities in Hawston, Stanford and Pearly Beach accept small loads of clean builder's rubble. Loads greater than 1 ton or containing contaminated waste greater than 250 mm in size must be disposed of at either the Gansbaai or Karwyderskraal landfill sites.

**Operating hours of waste facilities:**

HERMANUS transfer station in Mbeki Street (*garden and general waste*) – open weekdays 08:00-18:00, Saturdays 09:00-16:00, and public holidays 09:00-14:00

VOËLKLIP weekend drop-off in 7th Street (household waste, black bags only) – open weekdays 08:00-18:00, Saturdays 09:00-16:00, Sundays 10:00-17:00, and public holidays 09:00-14:00

VOËLKLIP PRAWN FLAT drop-off (*garden refuse only*) – open weekdays 08:00-18:00, Saturdays 09:00-16:00, and public holidays 09:00-14:00

HAWSTON drop-off in Church Street (*builder's rubble, garden and general waste*) – open weekdays 08:00-18:00, Saturdays 09:00-16:00, Sundays 10:00-17:00, and public holidays 09:00-14:00

KLEINMOND transfer station in Main Road (*builder's rubble, garden waste and general household waste*) – open weekdays 07:30-18:00 and Saturdays, Sundays and public holidays 07:30-16:00

BETTY'S BAY drop-off on the R43 between Betties bay and Pringle Bay (*garden waste only*) – open weekdays 08:00-16:00 and Saturdays 08:00-16:00.

STANFORD drop-off in industrial area of Rivier Street (*builder's rubble, garden waste and general household waste*) – open weekdays 08:00-17:00 and Saturdays and public holidays 09:00-14:00

PEARLY BEACH drop-off in Broadway Street (*builder's rubble, garden waste and general household waste*) – open weekdays 08:00-17:00 and Saturdays and public holidays 09:00-14:00

GANSBAAI landfill off Voortekker Street (*builder's rubble, garden waste and general household waste*) – open weekdays 08:00-18:00 and Saturdays and public holidays 08:00-15:00

KARWYDERSKRAAL landfill site (*builder's rubble, chipped garden waste and general household waste only*) – open weekdays 08:00-17:00; closed on weekends. Note that anyone who wishes to make use of the Overberg District Municipality's landfill site at Karwyderskraal must first register with the 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 from Ingrid Marti at imarti@odm.org.za or at the Karwyderskraal weighbridge office.

# KEEP YOUR DOG ON A LEASH: IT'S THE LAW.

In accordance with the municipal by-law, dogs in public places must be kept on a leash and be under control of the person holding the leash at all times.

Allowing a dog in a public place without it being on a leash and under control of a person will result in a fine or impoundment.

People who walk their dogs must also keep a bag handy to pick up their dog's droppings and should observe all rules and regulations pertaining to Blue Flag beaches and sanctuaries as and when applicable.

Any contravention of the by-law can be reported to Law Enforcement at 028 313 8996 or call the 24-hour control room on 028 313 8980. Alternatively, make a note of the transgressor's address and email the details to enquiries@overstrand.gov.za.

## WELCOME TO THE HERMANUS CLIFF PATH

- Place all litter, including cigarette butts, in the bins
- All dogs must be leashed
- Dog walkers must pick up after their dogs
- Municipal by-laws will be enforced.



*Enjoy the cliff path experience!*

# CASTLE BEACH A LITTLE SAFER, THANKS TO PINK BUOY



Present at the installation of the pink buoy at Castle Beach were Pearly Beach Conservancy's chairperson, Susanne Fuchs, Overstrand Executive Mayor, Dudley Coetzee, Gansbaai's environmental officer, Benjamin Kondokter, Overstrand's Blue Flag coordinator, Lauren Rainbird, the Mayor's Mayoress, Shirley Coetzee, and members of the Pearly Beach Conservancy – Charleen Brunke, Elrina Versfeld, Anke Henrici and Gerald Henrici.

All too often, visitors along our coast find themselves in trouble because they did not take heed of warnings against riptides that make bathing extremely dangerous.

As a counter measure, and in an attempt to ensure the safety of those who brave the waters to rescue someone in peril, the NSRI are affixing so-called "pink buoys" along the coast.

These devices serve a dual purpose: They act as a flotation device that can be thrown to someone in distress and, given their bright pink colour, they serve as a marker that can easily be spotted in a rescue attempt.

Recently, such a pink rescue buoy was affixed to a pole at Pearly Beach near Gansbaai thanks to the Pearly Beach Conservancy and the kind assistance of Tom Brooks-Simon and the crew who mans the NSRI Hermanus Station.

Unfortunately, several incidences have been reported where these installations have either been vandalised or where the rescue buoys have been stolen.

This unfortunate state of affairs led Overstrand Mayor, Dudley Coetzee, to appeal to all beachgoers to please report any abuse of the rescue buoys and to help ensure that they remain where they belong – i.e. mounted to a pole along a boardwalk or near a bathing spot.

If you see a pink rescue buoy anywhere else than mounted on a pole, please be sure to alert the NSRI on 082 990 5967 (Hermanus) or 082 990 5952 (Cape Agulhas).

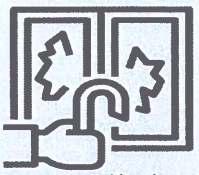
Remember, a stolen pink buoy equates a stolen life.

Each pink buoy displays its location number, the NSRI's national emergency number (112) and instructions on how it should be used.

Note that the NSRI strongly advises against untrained well-doers attempting to rescue bathers in distress. Rather call in the professionals (i.e. the NSRI) or call Overstrand Municipality's 24-hour emergency number 028 312 2400.

The Mayor emphasised that the pink buoy project needs the support of the community in which they are placed. "If the community takes ownership of the project, the pink buoys will only be removed from their holder in an emergency and will be replaced afterwards," he said.

# THEFT, VANDALISM CAUSE FOR CONCERN: WHY DESTROY SPORTS FACILITIES?



Overstrand Municipality is doing its utmost to ensure our communities have access to decent sporting facilities, yet it has to spend thousands every year on repairing and replacing vandalised property.

The recent vandalising of the tennis courts in Mount Pleasant serves as a case in point: The thieves not only made off with the fence and poles, they took it upon themselves to smash the roof, windows and doors and to steal everything from plugs to fittings.

On top of that, they also went full-out to vandalise all toilets, taps and basins.

Given that providing recreational facilities is an unfunded mandate, Overstrand Municipality calls upon all sports codes to help ensure that their facilities are protected.

Acts of criminality can be reported to 028 313 8980 (Overstrand Safety and Security) or the control room at 028 313 8000/8111.



# A BREATHER FOR HEAVILY USED SPORTS FIELDS

In an attempt to improve the quality of sports fields' playing surfaces, a regular aeration programme has been instituted by Overstrand Municipality to ensure that soil compaction caused by frequent foot traffic is alleviated.

This decision followed on extensive compaction tests conducted at sport fields in Kleinmond, Hawston, Mt Pleasant, Zwelihle, Masakhane, Blompark, Pearly Beach and Stanford as well as at the Spaces for Sports fields in Gansbaai.

Aerating is considered the ultimate treatment for sports fields.

Regular trampling results in hardened and compacted soil that acts as a barrier to root penetration due to a lack of oxygen. If the soil is aerated regularly, though, moisture and nutrients can penetrate the soil much better, thereby enabling the establishment of deeper and healthier root systems that can endure heavily used playing surfaces.

OVERSTRAND



# REFUSE REMOVAL SCHEDULE

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## GANSBAAI ADMINISTRATION

**Monday:** Pearly Beach • **Tuesday:** De Kelders, Masakhane, Beverly Hills • **Wednesday:** Franskraal • **Thursday:** Kleinbaai, Baardskeerdersbos • **Friday:** Gansbaai, Perlemoen Bay, Masakhane, Beverly Hills

## STANFORD ADMINISTRATION

**Tuesday:** North of De Bruyn Street • **Thursday:** South of De Bruyn Street

## KLEINMOND ADMINISTRATION

**Monday:** Rooi Els, Kleinmond Sea Avenues, Kleinmond Mountain Avenues, Klein Berlyn, Heuningkloof • **Tuesday:** Proteadorp, Overhills, Mountain View, Extension 6, Palmiet, Sunny Seas • **Wednesday:** Betty's Bay, Mooiuitsig • **Thursday:** Pringle Bay.

***DAYS REMAINS THE SAME REGARDLESS OF PUBLIC HOLIDAYS.***

**Overstrand Municipality**
April 1 at 8:14 AM ·

Last chance to comment on the draft by-law for INTEGRATED WASTE MANAGEMENT.

The closing date for comments is 16 April 2021.

Stakeholders are invited to submit comments for attention Craig Mitchell (cmitchell@overstrand.gov.za).

COPIES OF THIS DOCUMENT CAN BE VIEWED:
- At all public libraries within the municipality;
- All offices of the Area Managers in Gansbaai, Stanford, Hermanus and Kleinmond;
- On the municipal website at www.overstrand.gov.za click Documents, click on Draft By-laws




**Overstrand Municipality**
February 24 ·

Overstrand Municipality calls for comment on the draft INTEGRATED WASTE MANAGEMENT by-law.

The deadline for commenting on the proposed amendment is on or before 16 April 2021.

Submit representations in connection with the proposed by-law for attention Craig Mitchell (cmitchell@overstrand.gov.za).

The INTEGRATED WASTE MANAGEMENT BY-LAW review (Feb 2021) is available for perusal during office hours at the offices of the Area Managers in Gansbaai, Stanford, Hermanus and Kleinmond; all public libraries in the Overstrand; the municipality's corporate head office in Hermanus and on the municipal website at www.overstrand.gov.za click Documents, click on Draft By-laws or https://www.overstrand.gov.za/.../bylaws/draft-by-laws .

