

Kennis word hiermee gegee in terme van Artikel 29 van die Plaaslike Regering : Munisipale Strukture Wet, 1998 (Wet 117 van 1998) soos gewysig, dat 'n **Gewone Raadsvergadering** van die Munisipaliteit Witzenberg gehou sal word op **Woensdag, 27 Februarie 2019** om **10:00** in die **Raadsaal, Munisipale Kantore, Voortrekkerstraat 50, Ceres.**

Notice is hereby given in terms of Section 29(2) of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998) as amended, that an **Ordinary Council Meeting** of the Witzenberg Municipality will be held in the **Council Chambers, Municipal Offices, 50 Voortrekker Street, Ceres** on **Wednesday, 27 February 2019** at **10:00**.

Raadslede en Amptenare / Councillors and officials		
Councillor TE Abrahams	Alderman K Adams (Deputy Executive Mayor)	Councillor P Daniels
Alderman TT Godden (Speaker)	Councillor P Heradien	Councillor MD Jacobs
Councillor D Kinnear	Councillor BC Klaasen (Executive Mayor)	Councillor GG Laban
Councillor C Lottering	Councillor M Mdala	Councillor TP Mgoboza
Councillor ZS Mzauziwa	Councillor MJ Ndaba	Councillor N Phatsoane
Alderlady JT Phungula	Alderman JW Schuurman	Councillor EM Sidego
Councillor RJ Simpson	Alderman HJ Smit	Councillor D Swart
Councillor HF Visagie	Alderman JJ Visagie	
Municipal Manager	Acting Director: Finance	Director: Technical Services
Director: Corporate Services	Head: Internal Audit	Manager: Projects and Performance
Manager: Administration	IDP Manager	Legal Advisor
Acting Principal Administrative Officer	Committee Clerk	

A municipality that cares for its community, creating growth and opportunity!

'n Munisipaliteit wat omgee vir sy gemeenskap en groei en geleenthede skep!

Umasipala olukhathaleleyo uluntu lwakhe, odala ukukhula namathuba!

TER INLIGTING / FOR INFORMATION

Volledige stukke		
Voorsitter: IMATU (Mnr. S Joseph)	Ondervoorsitter: SAMWU (Mnr. C Appolis)	
Bella Vista Biblioteek	Emfundweni Biblioteek	Prince Alfred's Hamlet Biblioteek
Rietvallei Biblioteek	Montana Biblioteek, Wolseley	Wolseley Biblioteek
Tulbagh Biblioteek	Witzenville Biblioteek, Tulbagh	Op-die-Berg Biblioteek

Per e-pos		
Alderlady MC du Toit E-mail: dutoit.marina@gmail.com	Ceres Business Initiative Mr N Bettesworth. Cell: (083) 462-8345 E-mail: manager@cerescbi.co.za	DAWI Mnr. M Mentor Cell: (073) 620-0238 E-mail: markmentor585@gmail.com



ALDERMAN TT GODDEN
SPEAKER

20 February 2019

A G E N D A

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

3. **STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED**

- 3.1 **Gratitude, Congratulations and Commiseration**
(11/4/3)

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

- | | | |
|---|----------------------|-------------|
| • | Ms N Ndaba | 3 February |
| • | Councillor MD Jacobs | 7 February |
| • | Councillor E Sidego | 16 February |
| • | Ms A Daniels | 20 February |
| • | Alderman H Smit | 25 February |

NOTED.

- 3.2 **Matters raised by the Speaker**
(09/1/1)
- 3.3 **Matters raised by the Executive Mayor**
(09/1/1)

4. **MINUTES**

- 4.1 **Approval of minutes**
(3/1/2/3)

The minutes of the Council meeting, held on 23 January 2019, are attached as **annexure 4.1**.

RECOMMENDED

that the minutes of the Council meeting, held on 23 January 2019, be approved and signed by the Speaker.

**4.2 Outstanding matters
(3/3/2)**

Number	File reference	Heading, item no. and date	Directorate	Action	Progress	Target date
4.2.1	7/1/4/2	Item 8.4.2 of 5 December 2017 Request to purchase erf 3605, Ceres or a portion thereof	Municipal Manager	That the matter be held in abeyance until the next meeting.	Awaiting outcome of meeting between MEC for Housing and Bella Vista community	

RECOMMENDED

That notice be taken of the outstanding matter.

5. MOTIONS AND NOTICE OF SUGGESTIONS

6. INTERVIEWS WITH DELEGATIONS

7. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

**7.1 Minutes: Committee meetings
(03/3/2)**

The minutes of the following meetings are attached:

- (a) Committee for Technical Services, held on 19 September 2018: **Annexure 7.1(a).**
- (b) Committee for Community Development, held on 20 September 2018: **Annexure 7.1(b).**
- (c) Committee for Corporate and Financial Services, held on 18 October 2018: **Annexure 7.1(c).**
- (d) Executive Mayoral Committee, held on 30 October 2018: **Annexure 7.1(d).**
- (e) Committee for Housing Matters (Special), held on 1 November 2018: **Annexure 7.1(e).**
- (f) Committee for Housing Matters, held on 8 November 2018: **Annexure 7.1(f).**
- (g) Performance, Risk and Audit Committee, held on 23 November 2018: **Annexure 7.1(g).**
- (h) Executive Mayoral Committee, held on 3 December 2018: **Annexure 7.1(h).**
- (i) Committee for Housing Matters (Special), held on 11 December 2018: **Annexure 7.1(i).**
- (j) Municipal Public Accounts Committee, held on 13 December 2018: **Annexure 7.1(j).**

RECOMMENDED

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

8. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

8.1 Direktooraat Finansies / Directorate Finance

8.1.1 Section 71 Monthly Budget Statement Report of Directorate Finance: December 2018 (9/1/2/2)

The following items refer:

- (a) Item 8.2 of the Performance, Risk and Audit Committee meeting, held on 8 February 2019.
- (b) Item 8.1 of the Performance, Risk and Audit Committee meeting, held on 8 February 2019.
- (c) Item 7.1 of the meeting of the Committee for Corporate and Financial Services, held on 19 February 2019.
- (d) Item 7.1.1 of the Executive Mayoral Committee meeting still to be held.

The Section 71 Monthly Budget Statement Report of the Directorate Finance for December 2018 is attached as **annexure 8.1.1**.

The Performance, Risk and Audit Committee resolved on 8 February 2019 to recommend to the Executive Mayoral Committee and Council:

that notice be taken of the Section 71 Monthly Budget Statement Reports for November and December 2018 and same be accepted.

The Committee for Corporate and Financial Services resolved on 19 Februarie 2019 to recommend to the Executive Mayoral Committee and Council:

that the Committee for Corporate and Financial Services takes notice, after consideration of the content of the Section 71 monthly reports of the Department Finance for September, October November and December 2018 and that same be approved and accepted.

The following recommendation is tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Section 71 Monthly Budget Statement Report of the Directorate Finance for December 2018 and same be accepted.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Section 71 Monthly Budget Statement Report of the Directorate Finance for December 2018 and same be accepted.

8.1.2 Service Delivery and Budget Implementation Plan 2018/2019: Proposed revisions as per Section 54(1)(c) of MFMA (5/1/5/11)

Item 7.1.2 of the Executive Mayoral Committee meeting, still to be held, refers.

A memorandum from the Manager: Projects and Performance, dated 11 February 2018, is attached as **annexure 8.1.2**.

The matter is tabled to the Executive Mayoral Committee for consideration of a recommendation to Council.

RECOMMENDED

For consideration of the Executive Mayoral Committee's recommendation.

8.1.3 Mid-year Budget Statement and Performance Assessment (Section 72 Report) for period 1 July to 31 December 2018 (9/1/1 & 5/1/5/11)

The following items refer:

- (a) Item 7.1.3 of the Executive Mayoral Committee meeting, held on 21 January 2019.
- (b) Item 8.1.3 of the Council meeting, held on 23 January 2019.
- (c) Item 8.4 of the Performance, Risk and Audit Committee meeting, held on 8 February 2019.
- (d) Item 7.1.3 of the Executive Mayoral Committee meeting still to be held.

The following documents are applicable, but are not attached as the matter was already tabled to Council on 23 January 2019:

- (a) Memorandum from the Acting Director: Finance, dated 15 January 2019.
- (b) Mid-year Budget Statement and Performance Assessment (Section 72 Report) for the period 1 July to 31 December 2018.

The Executive Mayoral Committee resolved on 21 January 2019 that the Executive Mayoral Committee recommends to Council:

that notice be taken of the Mid-year Budget Statement and Performance Assessment (Section 72 Report) for the period 1 July to 31 December 2018 and same be accepted.

Council unanimously resolved on 23 January 2019 that notice be taken of the Mid-year Budget Statement and Performance Assessment (Section 72 Report) for the period 1 July to 31 December 2018 and same be accepted.

Extract from the minutes of the Performance, Risk and Audit Committee meeting, held on 8 February 2019:

The Acting Director: Finance tabled the Mid-year Budget Statement and Performance Assessment (Section 72 Report) for the period 1 July to 31 December 2018.

- The Performance, Risk and Audit Committee took with concern notice of the delayed DORA pay-outs to Witzenberg Municipality.
- The Performance, Risk and Audit Committee raised concern with regard to the high level of debt and that it is increasing.
- The Performance, Risk and Audit Committee advised that Council look at the matter of debt on a regular basis and reassess the situation.

The Performance, Risk and Audit Committee resolved on 8 February 2019 to recommend to the Executive Mayoral Committee and Council:

that the Performance, Risk and Audit Committee takes notice of Council's ad hoc committee on finance and advises that Council look on a regular basis at the matter of debt and reassess the situation.

The following recommendation is tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that notice be taken that the Mid-year Budget Statement and Performance Assessment (Section 72 Report) for the period 1 July to 31 December 2018 was already tabled to and accepted by Council on 23 January 2019.
- (b) that the Performance, Risk and Audit Committee recommends to Council:

that the Performance, Risk and Audit Committee takes notice of Council's ad hoc committee on finance and advises that Council look on a regular basis at the matter of debt and reassess the situation.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

- (a) *that notice be taken that the Mid-year Budget Statement and Performance Assessment (Section 72 Report) for the period 1 July to 31 December 2018 was already tabled to and accepted by Council on 23 January 2019.*
- (b) *that the Performance, Risk and Audit Committee recommends to Council:

that the Performance, Risk and Audit Committee takes notice of Council's ad hoc committee on finance and advises that Council look on a regular basis at the matter of debt and reassess the situation.*

**8.1.4 Finance: Adjustments budget: 2018/2019 to 2020/2021
(5/1/17)**

Item 7.1.4 of the Executive Mayoral Committee meeting, still to be held, refers.

The following documents are attached:

- (a) Adjustments budget: 2018/2019 to 2020/2021: **Annexure 8.1.4(a)**.
- (b) Adjustments budget summary: **Annexure 8.1.4(b)**.

The following recommendation is tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that the Adjustments budget for 2018/2019 to 2020/2021 be approved and same be accepted.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that the Adjustments budget for 2018/2019 to 2020/2021 be approved and same be accepted.

8.2 Direktoraat Tegniese Dienste / Directorate Technical Services

8.2.1 Upgrading of open gravel storm water channel to underground pipe system: Pine Valley, Wolseley (16/4/4/3)

The following items refer:

- (a) Item 7.5 of the meeting of the Committee for Technical Services, held on 19 February 2019.
- (b) Item 7.2.2 of the Executive Mayoral Committee meeting still to be held.

The following memorandum, dated 4 February 2019, was received from the Manager: Streets and Storm Water:

- "1. The following documents are attached:
 - (a) Application from Witzenberg Municipality to the Department of Rural Development and Land Reform for the upgrading of an open gravel storm water channel to an underground pipe system, Pine Valley, Wolseley; dated 12 March 2018: **Annexure 8.2.1(a)**.
 - (b) Approval of funding from the Department of Rural Development and Land Reform for the upgrading of an open gravel storm water channel to an underground pipe system, Pine Valley, Wolseley, dated 24 January 2019: **Annexure 8.2.1(b)**.
- 2. Since the Pine Valley Phase 2B development was established in 2015 the open gravel channel gave rise to unhealthy living conditions as it is being used as a dumping place by residents. Mainly household refuse and raw sewerage are being dumped in the channel.
- 3. In March 2018 the municipality applied for funding at the Department of Rural Development and Land Reform for the upgrading of an open gravel storm water channel to an underground pipe system in Pine Valley, Wolseley.
- 4. The scope of work entails the closing of the gravel channel with 475 meters of prefabricated portal culverts, construction of manholes and headwalls.
- 5. On 24 January 2019 the Department of Rural Development and Land Reform approved the funding for the project to an amount of R3 000 000.00 for the upgrading of an open gravel storm water channel to an underground pipe system in Pine Valley, Wolseley, subject to the following conditions:
 - (i) The municipality will co-implement the project in accordance with a Memorandum of Understanding agreement signed by the Municipal Manager.
 - (ii) The Department of Rural Development and Land Reform will procure the services of the contractor whereas the municipality will be providing funding and resources to ensure that the project is properly designed, planned and implemented.

- (iii) The estimated cost to procure the services of a Professional Service Provider for the design, planning and implementation is estimated at R400 000.00.
- (iv) On completion of this project, the asset will be handed over to the municipality, which will add it to its asset register and assume responsibility for the future maintenance thereof."

The Committee for Technical Services resolved on 19 February 2019 to recommend to the Executive Mayoral Committee and Council:

- (i) that Council gives approval that the municipality will co-implement the project for the upgrading of an open gravel storm water channel to an underground pipe system in Pine Valley, Wolseley with the Department of Rural Development and Land Reform in accordance with a Memorandum of Understanding.
- (ii) that Council approves the provision of an estimated R400 000.00 on the budget to procure the services of a Professional Service Provider for the design, planning and implementation of the project.
- (iii) that the Municipal Manager be mandated to sign the Memorandum of Understanding with the Department of Rural Development and Land Reform.

The following recommendation is tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (i) that Council gives approval that the municipality will co-implement the project for the upgrading of an open gravel storm water channel to an underground pipe system in Pine Valley, Wolseley with the Department of Rural Development and Land Reform in accordance with a Memorandum of Understanding.
- (ii) that Council approves the provision of an estimated R400 000.00 on the budget to procure the services of a Professional Service Provider for the design, planning and implementation of the project.
- (iii) that the Municipal Manager be mandated to sign the Memorandum of Understanding with the Department of Rural Development and Land Reform.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

- (i) *that Council gives approval that the municipality will co-implement the project for the upgrading of an open gravel storm water channel to an underground pipe system in Pine Valley, Wolseley with the Department of Rural Development and Land Reform in accordance with a Memorandum of Understanding.*
- (ii) *that Council approves the provision of an estimated R400 000.00 on the budget to procure the services of a Professional Service Provider for the design, planning and implementation of the project.*
- (iii) *that the Municipal Manager be mandated to sign the Memorandum of Understanding with the Department of Rural Development and Land Reform.*

**8.2.2 Policy: Development charges
(15/4/P)**

The following items refer:

- (a) Item 7.2.2 of the Executive Mayoral Committee meeting, held on 3 December 2018.
- (b) Item 8.2.2 of the council meeting, held on 6 December 2018.
- (c) Item 7.2.5 of the Executive Mayoral Committee meeting still to be held.

The following documents are attached:

- (a) Memorandum from Director: Technical Services, dated 21 November 2018: **Annexure 8.2.2(a)**.
- (b) Witzenberg Municipality Development Charges Policy: **Annexure 8.2.2(b)**.
- (c) Services Agreement for Private Residential Township Development: **Annexure 8.2.2(c)**.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that the Development Charges Policy (revision 00) be adopted as a policy document.
- (b) that the Services Agreement for Private Residential Township Development be adopted as a policy document.

The Executive Mayoral Committee resolved on 3 December 2018:

That the Executive Mayoral Committee recommends to Council:

- (a) that the Development Charges Policy (revision 00) be workshopped by Council.
- (b) that the matter in respect of supra (a) be held in abeyance until after the workshop.

Council unanimously resolved on 6 December 2018:

- (a) that the Development Charges Policy (revision 00) be workshopped by Council.
- (b) that the matter in respect of supra (a) be held in abeyance until after the workshop.

The matter was workshopped on 22 January 2019 and Council took notice of a presentation made regarding the Development Charges Policy revision.

The following recommendation is tabled to the Executive Mayoral Committee:

that notice be taken of the Policy: Development Charges and same be approved and accepted.

RECOMMENDED

that notice be taken of the Policy: Development Charges and same be approved and accepted.

**8.2.3 Proposed position of the ablution block at Op-die-Berg
(15/04/R)**

The following items refer:

- (a) Item 7.1 of the meeting of the Committee for Technical Services, held on 19 February 2019, refers.
- (b) Item 7.2.1 of the Executive Mayoral Committee meeting still to be held.

A memorandum from the Director: Technical Services, dated 26 September 2018, is attached as **annexure 8.2.3**.

The Committee for Technical Services resolved on 19 February 2019 to recommend to the Executive Mayoral Committee and Council:

that Council approves approximately 100 m² of erf 58, Bergsig Street, Op-die-Berg as a suitable terrain for the construction of a municipal ablution block as per the attached sketch plan.

The following recommendation is tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that Council approves approximately 100 m² of erf 58, Bergsig Street, Op-die-Berg as a suitable terrain for the construction of a municipal ablution block as per the attached sketch plan.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that Council approves approximately 100 m² of erf 58, Bergsig Street, Op-die-Berg as a suitable terrain for the construction of a municipal ablution block as per the attached sketch plan.

**8.2.4 Approval of Water Services Development Plan
(16/02/P)**

The following items refer:

- (a) Item 7.4 of the meeting of the Committee for Technical Services, held on 19 February 2019.
- (b) Item 7.2.4 of the Executive Mayoral Committee meeting still to be held.

A memorandum from the Manager: Water and Sewerage, dated 1 October 2018, is attached as **annexure 8.2.4**.

The Committee for Technical Services resolved on 19 February 2019 to recommend to the Executive Mayoral Committee and Council:

that notice be taken of the Water Services Development Plan and same be approved and accepted.

The following recommendation is tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Water Services Development Plan and same be approved and accepted.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Water Services Development Plan and same be approved and accepted.

8.2.5 Proposed position of the Material Recovery Facility (MRF) at Ceres (17/3/2)

The following items refer:

- (a) Item 7.3 of the meeting of the Committee for Technical Services, held on 19 February 2019.
- (b) Item 7.2.3 of the Executive Mayoral Committee meeting still to be held.

A memorandum from the Director: Technical Services, dated 14 September 2018, is attached as **annexure 8.2.5**.

The Committee for Technical Services resolved on 19 February 2019 to recommend to the Executive Mayoral Committee and Council:

that Council approves 4 000 m² of erf 364/82 Ceres as a suitable terrain for the construction of a material recovery facility as per the attached sketch plan.

The following recommendation is tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that Council approves 4 000 m² of erf 364/82 Ceres as a suitable terrain for the construction of a material recovery facility as per the attached sketch plan.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that Council approves 4 000 m² of erf 364/82 Ceres as a suitable terrain for the construction of a material recovery facility as per the attached sketch plan.

8.3 Direktoraat Gemeenskapsdienste / Directorate Community Services

**8.3.1 Housing: Revised Financed Linked Individual Subsidy Programme
(17/04/P)**

The following items refer:

- (a) Item 9.2.1 of the meeting of the Committee for Housing Matters, held on 7 February 2019.
- (b) Item 7.3.5 of the Executive Mayoral Committee meeting still to be held.

The following memorandum, dated 10 January 2019, was received from the Manager: Housing:

"Deliberation

Attached a self-explanatory circular for the Department of Human Settlement regarding the Revised Financed Link Individual Subsidy Programme (FLIPS).

Municipalities are requested to communicate this information to their communities".

A letter from the Department of Human Settlement, dated 5 October 2018, is attached as **annexure 8.3.1**.

The Committee for Housing Matters resolved on 7 February 2019 to recommend to the Executive Mayoral Committee and Council:

that Council takes notice of the Housing Revised Financed Linked Individual Subsidy Programme.

The following recommendation is tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Housing Revised Financed Linked Individual Subsidy Programme

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Housing Revised Financed Linked Individual Subsidy Programme

**8.3.2 Report on site meetings and public participation process: Parks innovation programme
(17/9/2)**

The following items refer:

- (a) Item 7.3.2 of the Executive Mayoral Committee meeting, held on 23 July 2018.
- (b) Item 8.3.2 of the Council meeting, held on 25 July 2018.
- (c) Item 7.3.1 of the Executive Mayoral Committee held on 30 October 2018.

- (d) Item 8.3.1 of the Council meeting held on 31 October 2018.
- (e) Item 7.1 of the meeting of the Committee for Community Development, held on 14 February 2019.
- (f) Item 7.3.1 of the Executive Mayoral Committee meeting still to be held.

A report from the Manager: Amenities and Environment, dated 4 April 2018, is attached as **annexure 8.3.2**.

The Executive Mayoral Committee resolved on 23 July 2018 that the matter in respect of the parks innovation programme be held in abeyance until the next meeting.

Council resolved on 25 July 2018 that notice be taken that the matter in respect of the parks innovation programme was held in abeyance by the Executive Mayoral Committee.

The Executive Mayoral Committee resolved on 30 October 2018 that the matter in respect of the report on site meetings and a public participation process for the parks innovation programme be held in abeyance until the next meeting.

Council resolved on 31 October 2018 that matter with regard to the report on site meetings and a public participation process in respect of the parks innovation programme be held in abeyance and referred back to the Committee for Community Development.

The Committee for Community Development resolved on 14 February 2019 to recommend to the Executive Mayoral Committee and Council.

that Council considers the installation of an irrigation system to green the current play parks and open spaces.

The following recommendation is tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that Council considers the installation of an irrigation system to green the current play parks and open spaces.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

that Council considers the installation of an irrigation system to green the current play parks and open spaces.

**8.3.3 Community facilities: Sport facilities
(17/5/2)**

The following items refer:

- (a) Item 6.3 of the meeting of the Committee for Community Development, held on 14 February 2019.
- (b) Item 7.3.2 of the Executive Mayoral Committee meeting still to be held.

The Committee enquired with regard to the closed sports ground at Pine Valley sports ground.

The Acting Director: Community Services informed the Committee that the mentioned sports ground is closed due to vandalism.

The Committee for Community Development resolved on 14 February 2019:

- (a) that the Committee for Community Development takes notice of the content of the monthly reports of the Section Amenities and Environment for September, October, November, December 2018 and January 2019 and same be accepted.
- (b) that the Acting Director: Community Services in conjunction with the Manager: Amenities and Environment makes a cost analysis for the upgrading of the Kluitjieskraal sports ground.
- (c) To recommend to the Executive Mayoral Committee and Council
 - (i) that Council considers exempting each bona fide sport organisation twice a week for paying fees for municipal sport and recreation facilities.
 - (ii) that if Council approves supra (i), it be implemented from 1 March 2019.

The following recommendation is tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (i) that Council considers exempting each bona fide sport organisation twice a week for paying fees for municipal sport and recreation facilities.
- (ii) that if Council approves supra (i), it be implemented from 1 March 2019.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

- (i) *that Council considers exempting each bona fide sport organisation twice a week for paying fees for municipal sport and recreation facilities.*
- (ii) *that if Council approves supra (i), it be implemented from 1 March 2019.*

8.3.4 Application: Relocation of established Nduli Carwash to erf 5145, Nduli, Ceres (17/19/2/1)

The following items refer:

- (a) Item 7.2 of the meeting of the Committee for Local Economic Development and Tourism, held on 20 February 2019.
- (b) Item 7.3.4 of the Executive Mayoral Committee meeting still to be held.

A memorandum from the Acting Manager: Socio Economic Development, dated 5 September 2018, is attached as **annexure 8.3.4**.

The Committee for Local Economic Development resolved on 20 February 2019 to recommend to the Executive Mayoral Committee and Council:

- (a) that the Executive Mayoral Committee and Council consider approval of the application to relocate the established Ngcani Carwash business to erf 5145 on corner of Chris Hani Drive and R46 adjacent Mooi Blom Prison.
- (b) that should the Executive Mayoral Committee and Council approve supra (a), a lease agreement be entered with Ngcani Carwash.

The following recommendation is tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that the Executive Mayoral Committee and Council consider approval of the application to relocate the established Ngcani Carwash business to erf 5145 on the corner of Chris Hani Drive and the R46 adjacent to Warm Bokkeveld Prison.
- (b) that should the Executive Mayoral Committee and Council approve supra (a), a lease agreement be entered with Ngcani Carwash.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

- (a) *that the Executive Mayoral Committee and Council consider approval of the application to relocate the established Ngcani Carwash business to erf 5145 on the corner of Chris Hani Drive and the R46 adjacent to Warm Bokkeveld Prison.*
- (b) *that should the Executive Mayoral Committee and Council approve supra (a), a lease agreement be entered with Ngcani Carwash.*

8.3.5 Proposal for utilisation of Busy Bee Building: Erf 1567, Piet Retief Street, Tulbagh (7/1/4/1)

The following items refer:

- (a) Item 7.1 of the meeting of the Committee for Local Economic Development and Tourism, held on 20 February 2019.
- (b) Item 7.3.3 of the Executive Mayoral Committee meeting still to be held.

A memorandum from the Acting Manager: Socio Economic Development, dated 27 September 2018, is attached as **annexure 8.3.5**.

The Committee for Local Economic Development resolved on 20 February 2019 to recommend to the Executive Mayoral Committee and Council:

- (a) that the Acting Manager: Socio-Economic Development investigates and takes control of the municipal assets at the Busy Bee Building, erf 1567, Piet Retief Street, Tulbagh.
- (b) To recommend to the Executive Mayoral Committee and Council:
 - (i) that the building located on erf 1567, Piet Retief Street, Tulbagh be leased to Tulbagh Tourism in order to utilise the premises for local tourism, entrepreneurs from Witzenville and Chris Hani to get exposure to tourists visiting the area.
 - (ii) that the building supra (a) must contribute towards economic transformation through tourism and skills impartation.
 - (iii) that the Municipal Manager be mandated to sign the Service Level Agreement with Tulbagh Tourism.

The following recommendation is tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (i) that the building located on erf 1567, Piet Retief Street, Tulbagh be leased to Tulbagh Tourism in order to utilise the premises for local tourism, entrepreneurs from Witzenville and Chris Hani to get exposure to tourists visiting the area.
- (ii) that the building supra (a) must contribute towards economic transformation through tourism and skills impartation.
- (iii) that the Municipal Manager be mandated to sign the Service Level Agreement with Tulbagh Tourism.

RECOMMENDED

That the Executive Mayoral Committee recommends to Council:

- (i) *that the building located on erf 1567, Piet Retief Street, Tulbagh be leased to Tulbagh Tourism in order to utilise the premises for local tourism, entrepreneurs from Witzenville and Chris Hani to get exposure to tourists visiting the area.*

- (ii) *that the building supra (a) must contribute towards economic transformation through tourism and skills impartation.*
 - (iii) *that the Municipal Manager be mandated to sign the Service Level Agreement with Tulbagh Tourism.*
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8.4 Direktoraat Korporatiewe Dienste / Directorate Corporate Services

None

NOTED

9. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA

10. FORMAL AND STATUTORY MATTERS

**10.1 Feedback on matters of outside bodies
(3/R)**

11. QUESTIONS and/or MATTERS RAISED by COUNCILLORS

12. COUNCIL-IN-COMMITTEE

MINUTES OF THE COUNCIL MEETING OF WITZENBERG MUNICIPALITY, HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES ON WEDNESDAY, 23 JANUARY 2019 AT 10:00

PRESENT

Councillors

Alderman TT Godden (Speaker)
Councillor BC Klaasen (Executive Mayor)
Alderman K Adams (Deputy Executive Mayor)
Alderlady JT Phungula
Alderman HJ Smit
Alderman JJ Visagie
Councillor TE Abrahams
Councillor P Daniels
Councillor MD Jacobs
Councillor D Kinnear
Councillor C Lottering
Councillor TP Mgoboza
Councillor ZS Mzauziwa
Councillor N Phatsoane
Councillor EM Sidego
Councillor RJ Simpson
Councillor D Swart

Officials

Mr D Nasson (Municipal Manager)
Mr J Barnard (Director: Technical Services)
Mr M Mpeluza (Director: Corporate Services)
Mr G Louw (Head: Internal Audit)
Ms L Nieuwenhuis (Legal Advisor)
Mr CG Wessels (Manager: Administration)
Mr C Titus (Committee Clerk)
Ms MJ Prins (Acting Principal Administrative Officer)
Ms M Badela (Interpreter)

Other attendees

Mr J Topley (PBS Technologies)
Mr A Allie (AGSA)

1. OPENING AND WELCOME

The Speaker welcomed everyone present after which he requested Councillor C Lottering to open the meeting with a prayer.

NOTED

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

Applications for leave of absence from the meeting were received from Alderman JW Schuurman, Councillors MJ Ndaba and HF Visagie (ANC) and GG Laban (Witzenberg Aksie).

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

UNANIMOUSLY RESOLVED

- (a) *that the applications for leave of absence from the meeting, received from Alderman JW Schuurman, Councillors MJ Ndaba and HF Visagie (ANC) and GG Laban (Witzenberg Aksie), be approved and accepted.*
- (b) *that notice be taken of the apology for absence from the meeting, received from the Acting Director: Finance.*

3. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED

**3.1 Gratitude, Congratulations and Commiseration
(11/4/3)**

- (a) Councillor MD Jacobs conveyed Council's congratulations to the following councillors and spouses on their birthdays:
 - ❖ Mr Mfusi Mdishwa 1 January
 - ❖ Councillor BC Klaasen 8 January
 - ❖ Alderlady J Phungula 15 January
 - ❖ Councillor H Visagie 18 January
 - ❖ Ms Fowzia Adams 24 January
 - ❖ Ms Clara Godden 25 January
- (b) Council conveyed their condolences to the family of Mr Johan Goliath, an employee of the municipality, on his passing.

NOTED.

**3.2 Matters raised by the Speaker
(09/1/1)**

- (a) The Speaker expressed his gratitude for blessings received by Council during the recess period.
- (b) The Speaker requested that all councillors use their tablets at Council meetings and not any hard copies.

NOTED

**3.3 Matters raised by the Executive Mayor
(09/1/1)**

- (a) The Executive Mayor expressed gratitude towards Council, the Municipal Manager and all staff members for rendering services to the municipality during the recess of Council.
- (b) The Executive Mayor mentioned that 2019 is an election year and that challenges may be expected.
- (c) The Executive Mayor informed Council that the Speaker, Alderman T Godden, has been appointed as the National Treasurer of COPE and expressed Council's congratulations on this achievement.

NOTED

4. MINUTES

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

The following minutes are attached:

- (a) Council meeting, held on 6 December 2018: **Annexure 4.1(a)**.
- (b) Special Council meeting, held on 8 January 2019: **Annexure 4.1(b)**.

UNANIMOUSLY RESOLVED

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

- (i) *Council meeting, held on 6 December 2018.*
- (ii) *Special Council meeting, held on 8 January 2019.*

**4.2 Outstanding matters
(3/3/2)**

Number	File reference	Heading, item no. and date	Directorate	Action	Progress	Target date
4.2.1	7/1/4/2	Item 8.4.2 of 5 December 2017 Request to purchase erf 3605, Ceres or a portion thereof	Municipal Manager	That the matter be held in abeyance until the next meeting.	Awaiting outcome of meeting between MEC for Housing and Bella Vista community	
4.2.2	17/4/2/1 & 17/4/2/P	Item 12.2.1 of 5 December 2017 Constitutional obligation of municipalities to provide suitable alternative accommodation in evictions	Corporate Services	That the matter be held in abeyance until being workshopped by Council.		

4.2.3	17/9/2	Item 8.3.1 of 31 October 2018 Report on site meetings and public participation process: Parks innovation programme	Community Services	That the matter be held in abeyance and referred back to Committee for Community Development.		
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UNANIMOUSLY RESOLVED

That notice be taken of the outstanding matters.

5. MOTIONS AND NOTICE OF SUGGESTIONS

None

NOTED

6. INTERVIEWS WITH DELEGATIONS

**6.1 Emergency and Disaster Services within Local Government
(17/7/3/R)**

Mr Jerome Topley of PBS Technologies made a presentation on emergency and disaster services within local government. The presentation is attached as **annexure 6.1**.

UNANIMOUSLY RESOLVED

that notice be taken of the presentation in respect of emergency and disaster services within local government and same be accepted.

7. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

**7.1 Minutes: Committee meetings
(03/3/2)**

The reports/minutes of the following meetings are attached:

- (a) Municipal Public Accounts Committee, held on 18 May 2018: **Annexure 7.1(a)**.
- (b) Local Labour Forum, held on 26 September 2018: **Annexure 7.1(b)**.

UNANIMOUSLY RESOLVED

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

8. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

8.1 Direktooraat Finansies / Directorate Finance

8.1.1 Section 71 monthly reports of the Directorate Finance: September, October and November 2018
(9/1/2/2)

Note: These reports have not been tabled to the Committee for Corporate and Financial Services as there are no committee meetings scheduled for January 2019.

The following items refer:

- (a) Item 8.1 of the Performance, Risk and Audit Committee, held on 26 October 2018.
- (b) Item 8.1 of the Performance, Risk and Audit Committee, held on 23 November 2018.
- (c) Item 7.1.1 of the Executive Mayoral Committee meeting, held on 21 January 2019.

The following Section 71 monthly reports of the Directorate Finance are attached:

- (a) September 2018: **Annexure 8.1.1(a).**
- (b) October 2018: **Annexure 8.1.1(b).**
- (c) November 2018: **Annexure 8.1.1(c).**

The Performance, Risk and Audit Committee resolved on 26 October 2018 to recommend to the Executive Mayoral Committee and Council:

that the Section 71 monthly report of the Directorate Finance for September 2018 be approved and accepted.

Extract from the minutes of the Performance, Risk and Audit Committee meeting, held on 23 November 2018:

- The Performance, Risk and Audit Committee expressed concern with regard to the amount for overtime for the fire-fighters.
- The Director: Finance explained that the increase for salaries in the budget is due to a number of new appointments.
- The Performance, Risk and Audit Committee requested that in future all deviations be thoroughly substantiated with valid reasons. The Committee furthermore requested that when deviations show massive increases a note be included in the statements to explain.
- The Performance, Risk and Audit Committee expressed concern with regard to the numbers which did not agree as it was used for the first time in the new report. The numbers also complicate the report. The Chief Financial Officer mentioned that the format of the report has changed to be more in line with the budgetary report of the Department Treasury. However, the Chief Financial Officer will look into the matter.

The Performance, Risk and Audit Committee resolved on 23 November 2018 that the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

that the Section 71 monthly report of the Directorate Finance for October 2018 be noted and accepted.

The Municipal Manager reported that twelve EPWP workers were appointed as fire fighters in the place of the fire fighters to prevent overtime.

The Executive Mayoral Committee resolved on 21 January 2019 that the Executive Mayoral Committee recommends to Council:

that notice be taken of the Section 71 monthly reports of the Department Finance for September, October and November 2018 and same be accepted.

UNANIMOUSLY RESOLVED

that notice be taken of the Section 71 monthly reports of the Department Finance for September, October and November 2018 and same be accepted.

**8.1.2. AGSA Audit report: 2017/2018
(5/14/1/15)**

The following items refer:

- (a) Item 5 of the Performance, Risk and Audit Committee meeting, held on 23 November 2018.
- (b) Item 7.1.2 of the Executive Mayoral Committee meeting, held on 21 January 2019.

The AGSA Audit Report for 2017/2018 is attached as **annexure 8.1.2**.

The Performance, Risk and Audit Committee resolved on 23 November 2018 to recommend to the Executive Mayoral Committee and Council:

that notice be taken of the AGSA Audit Report for 2017/2018 and same be accepted.

The Executive Mayoral Committee resolved on 21 January 2019 that the Executive Mayoral Committee recommends to Council:

that notice be taken of the AGSA Audit Report for 2017/2018 and same be accepted.

The Auditor-general (AGSA) reported that Witzenberg Municipality has obtained a consecutive sixth clean audit report for the 21017/2018 financial year. The following councillors extended congratulations to the administration, all political parties and stakeholders for obtaining a clean audit:

- Alderman HJ Smit (DA)
- Alderlady JT Phungula (ANC) and
- Councillor MD Jacobs (EFF)

UNANIMOUSLY RESOLVED

that notice be taken of the AGSA Audit Report for 2017/2018 and same be accepted.

8.1.3 Mid-year Budget Statement and Performance Assessment (Section 72 Report) for period 1 July to 31 December 2018 (9/1/1 & 5/1/5/11)

Item 7.1.3 of the Executive Mayoral Committee meeting, held on 21 January 2019, refers.

The following documents are attached:

- (a) Memorandum from the Acting Director: Finance, dated 15 January 2019: **Annexure 8.1.3(a)**.
- (b) Mid-year Budget Statement and Performance Assessment (Section 72 Report) for the period 1 July to 31 December 2018: **Annexure 8.1.3(b)**.

The Executive Mayoral Committee resolved on 21 January 2019 that the Executive Mayoral Committee recommends to Council:

that notice be taken of the Mid-year Budget Statement and Performance Assessment (Section 72 Report) for the period 1 July to 31 December 2018 and same be accepted.

UNANIMOUSLY RESOLVED

that notice be taken of the Mid-year Budget Statement and Performance Assessment (Section 72 Report) for the period 1 July to 31 December 2018 and same be accepted.

8.1.4 Quarterly Budget Statement Report [Section 52(d)] for period 1 October 2018 to 31 December 2018 (9/1/2/2)

Item 7.1.4 of the Executive Mayoral Committee meeting, held on 21 January 2019, refers.

The Quarterly Budget Statement Report [Section 52(d)] for the period 1 October 2018 to 31 December 2018 is attached as **annexure 8.1.4**.

The Executive Mayoral Committee resolved on 21 January 2019 that the Executive Mayoral Committee recommends to Council:

- (a) that notice be taken of the Quarterly Budget Statement Report [Section 52(d)] for the period 1 October 2018 to 31 December 2018 and same be accepted.
- (b) that the report be referred to the Municipal Public Accounts Committee and Performance, Risk and Audit Committee of Council.

UNANIMOUSLY RESOLVED

- (a) *that notice be taken of the Quarterly Budget Statement Report [Section 52(d)] for the period 1 October 2018 to 31 December 2018 and same be accepted.*
- (b) *that the report be referred to the Municipal Public Accounts Committee and Performance, Risk and Audit Committee of Council.*

**8.1.5 Witzenberg Annual Report and Oversight Report: 2017/2018
(5/14/2 & 9/1/1)**

Item 7.2 of the Municipal Public Accounts Committee meeting, held on 16 January 2019, refers.

The Municipal Public Accounts Committee resolved on 16 January 2019 to recommend to Council:

- (a) that having fully considered the 2017/2018 Annual Report of the Witzenberg Municipality, Council adopts the 21017/2018 Oversight Report and approves the 2017/2018 Annual Report without reservations.
- (b) that the further recommendations made in the Oversight Report be considered by Council and that same be accepted for implementation.

The following memorandum, dated 16 January 2019, was received from the Municipal Manager:

"Purpose

The purpose of this report is to submit the Annual Report and Oversight Report for 2017/2018 to Council for consideration.

Legislature framework

In terms of Section 127 (2) of the Municipal Finance Management Act (Act 56 of 2003), the Mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality and of any municipal entity under the municipality's sole or shared control.

Section 129 to 131 of the Municipal Finance Management Act (Act 56 of 2003) states as follows:

'129. Oversight reports on annual reports.

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

- (a) has approved the annual report with or without reservations;
 - (b) has rejected the annual report; or
 - (c) has referred the annual report back for revision of those components that can be revised.
- (2) The accounting officer must—
- (a) attend council and council committee meetings where the annual report is discussed, for the purpose of responding to questions concerning the report; and
 - (b) submit copies of the minutes of those meetings to the Auditor-General, the relevant provincial treasury and the provincial department responsible for local government in the province.

- (3) The accounting officer must in accordance with section 21A of the Municipal Systems Act make public an oversight report referred to in subsection (1) within seven days of its adoption.
- (4) The National Treasury may issue guidelines on—
 - (a) the manner in which municipal councils should consider annual reports and conduct public hearings; and
 - (b) the functioning and composition of any public accounts or oversight committees established by the council to assist it to consider an annual report.
- (5) No guidelines issued in terms of subsection (4) are binding on a municipal council unless adopted by the council.
- (6) This section, with the necessary modifications as the context may require, is also applicable if only components of the annual report were tabled in terms of section 127 (3).

130. Council meetings open to public and certain public officials.

- (1) The meetings of a municipal council at which an annual report is to be discussed or at which decisions concerning an annual report are to be taken, must be open to the public and any organs of state, and a reasonable time must be allowed—
 - (a) for the discussion of any written submissions received from the local community or organs of state on the annual report; and
 - (b) for members of the local community or any organs of state to address the council.
- (2) Representatives of the Auditor-General are entitled to attend, and to speak at, any council meeting referred to in subsection (1).
- (3) This section, with the necessary modifications as the context may require, is also applicable if only components of the annual report were tabled in terms of section 127 (3).

131. Issues raised by Auditor-General in audit reports.

- (1) A municipality must address any issues raised by the Auditor-General in an audit report. The mayor of a municipality must ensure compliance by the municipality with this subsection.
- (2) The MEC for local government in the province must—
 - (a) assess all annual financial statements of municipalities in the province, the audit reports on such statements and any responses of municipalities to such audit reports, and determine whether municipalities have adequately addressed any issues raised by the Auditor-General in audit reports; and
 - (b) report to the provincial legislature any omission by a municipality to adequately address those issues within 60 days.'

Discussion

The Draft Annual Report for 2017/2018 was tabled to Council on 6 December 2018.

Council resolved on 6 December 2018:

- (a) that notice be taken of the Draft Witzenberg Municipality Annual Report for 2017/2018.
- (b) that a public participation process be followed as prescribed by law.
- (c) that the Municipal Public Accounts Committee compiles an oversight report on the Draft Annual Report as per its delegated powers.

The following reports are attached:

- (a) Annual Report for 2017/2018: **Annexure 8.1.5(a).**
- (b) Oversight Report for 2017/2018: **Annexure 8.1.5(b).**

UNANIMOUSLY RESOLVED

- (a) *that having fully considered the 2017/2018 Annual Report of the Witzenberg Municipality, Council adopts the 2017/2018 Oversight Report and approves the 2017/2018 Annual Report without reservations.*
- (b) *that notice be taken of the recommendations of the Municipal Public Accounts Committee and that same be accepted and implemented.*

8.2 Direktoraat Tegniiese Dienste / Directorate Technical Services

**8.2.1 Notule van vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg:
20 April 2018
(15/04/P)**

Die volgende items verwys:

- (a) Item 7.3 van die vergadering van die Komitee vir Tegniiese Dienste, gehou op 23 Mei 2018.
- (b) Item 7.2.4 van die Uitvoerende Burgemeesterskomitee vergadering, gehou op 23 Julie 2018.
- (c) Item 8.2.5 van die Raadsvergadering, gehou op 25 Julie 2018.
- (d) Item 7.2.1 van die Uitvoerende Burgemeesterskomitee vergadering gehou op 30 Oktober 2018.
- (e) Item 8.2.1 van die raadsvergadering, gehou op 31 Oktober 2018.
- (f) Item 7.2.1 van die Uitvoerende Burgemeesterskomitee, gehou op 21 Januarie 2019.

Die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018, word aangeheg as **bylae 8.2.1**.

Die Komitee vir Tegniiese Dienste het op 23 Mei 2018 besluit:

Om by die Uitvoerende Burgemeesterskomitee en Raad aan te beveel:

dat die Raad kennis neem van die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018 en dat dit aanvaar word.

Die volgende aanbeveling is aan die Uitvoerende Burgemeesterskomitee voorgelê:

Dat die Uitvoerende Burgemeesterskomitee by die Raad aanbeveel:

dat die Raad kennis neem van die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018 en dat dit aanvaar word.

Die Uitvoerende Burgemeesterskomitee het op 23 Julie 2018 besluit dat die aangeleentheid rakende die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018, oorstaan tot die eerskomende vergadering.

Die Raad het op 25 Julie 2018 eenparig besluit dat kennis geneem word dat die aangeleentheid rakende die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018, oorgehou is deur die Uitvoerende Burgemeesterskomitee tot die eerskomende vergadering.

Die Uitvoerende Burgemeesterskomitee het op 30 Oktober 2018 besluit dat die aangeleentheid rakende die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018, oorstaan tot die volgende vergadering.

Die Raad het op 31 Oktober 2018 eenparig besluit dat die aangeleentheid rakende die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018, oorstaan tot die eerskomende vergadering.

Die Uitvoerende Burgemeesterskomitee het op 21 Januarie 2019 besluit dat die Uitvoerende Burgemeesterskomitee by die Raad aanbeveel:

dat die Raad kennis neem van die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018 en dat dit aanvaar word.

EENPARIG BESLUIT

dat die Raad kennis neem van die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018 en dat dit aanvaar word.

8.2.2 Essential Services: Witzenberg Electrical Master Plan (16/3/1)

The following items refer:

- (a) Item 7.3 of the meeting of the Committee for Technical Services, held on 19 September 2018.
- (b) Item 7.2.8 of the Executive Mayoral Committee meeting, held on 30 October 2018.
- (c) Item 8.2.9 of the council meeting, held on 31 October 2018.
- (d) Item 7.2.2 of the Executive Mayoral Committee meeting, held on 21 January 2019.

The following documents are attached:

- (a) Memorandum from the Senior Manager: Electro-Technical Services, dated 27 June 2018: **Annexure 8.2.2(a)**.
- (b) Master Planning and Status Report on 11 kV structure in Ceres: Period 2018 – 2028: Document 1: **Annexure 8.2.2(b)**.
- (c) Master Planning and Status Report on 11 kV structure in Tulbagh: Period 2018 – 2028: Document 2: **Annexure 8.2.2(c)**.
- (d) Master Planning and Status Report on 11 kV structure in Wolseley: Period 2018 – 2028: Document 3: **Annexure 8.2.2(d)**.

The Committee for Technical Services resolved on 19 September 2018 that the Committee for Technical Services recommends to the Executive Mayoral Committee and Council:

- (a) that Council approves the “Master Planning and Status Report on the 11 kV infrastructure in Ceres, Tulbagh and Wolseley: Period 2018 - 2028” as developed by Neil Lyners and Associates in conjunction with the personnel of the Electrical Department.
- (b) that Council adopts the Electrical Master Plan as the primary source document for budgeting and forward planning.
- (c) that the matter pertaining to Essential Services: Witzenberg Electrical Master Plan be workshopped with Council.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that Council approves the “Master Planning and Status Report on the 11 kV infrastructure in Ceres, Tulbagh and Wolseley: Period 2018 - 2028” as developed by Neil Lyners and Associates in conjunction with the personnel of the Electrical Department.
- (b) that Council adopts the Electrical Master Plan as the primary source document for budgeting and forward planning.
- (c) that the matter pertaining to Essential Services: Witzenberg Electrical Master Plan be workshopped with Council.

The Executive Mayoral Committee resolved on 30 October 2018 that the matter in respect of the Witzenberg Electrical Master Plan be held in abeyance until the next meeting.

Council unanimously resolved on 31 October 2018 that the matter in respect of the Witzenberg Electrical Master Plan be held in abeyance until the next meeting.

The Executive Mayoral Committee resolved on 21 January 2019 that the Executive Mayoral Committee recommends to Council:

- (a) that Council approves the “Master Planning and Status Report on the 11 kV infrastructure in Ceres, Tulbagh and Wolseley: Period 2018 - 2028” as developed by Neil Lyners and Associates in conjunction with the personnel of the Electrical Department.
- (b) that Council adopts the Electrical Master Plan as the primary source document for budgeting and forward planning.
- (c) that the matter pertaining to Essential Services: Witzenberg Electrical Master Plan be workshopped with Council.

RESOLVED

that the matter in respect of the Witzenberg Electrical Master Plan be held in abeyance and be discussed in more detail at the next Council workshop.

8.2.3 Appèl teen tweede wooneenheid: Erf 2245, Albertsingel 26, Ceres (15/4/R)

Die volgende items verwys:

- (a) Item 8.2.1 van die raadsvergadering gehou op 25 Januarie 2016.
- (b) Item 7.2.4 van die Uitvoerende Burgemeesterskomitee-vergadering gehou op 30 Oktober 2018.
- (c) Item 8.2.5 van die raadsvergadering gehou op 31 Oktober 2018.
- (d) Item 7.2.3 van die Uitvoerende Burgemeesterskomitee-vergadering, gehou op 3 Desember 2018.
- (e) Item 8.2.3 van die raadsvergadering gehou op 6 Desember 2018.
- (f) Item 7.2.3 van die Uitvoerende Burgemeesterskomitee-vergadering, gehou op 21 Januarie 2019.

Die Raad het op 25 Januarie 2016 besluit dat die appèl van mnr. P Hardneck teen die Komitee vir Tegnieiese Dienste se goedkeuring van die aansoek om vergunning vir 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres, gehandhaaf word.

'n Memorandum vanaf die Direkteur: Tegnieiese Dienste, gedateer 17 September 2018, word aangeheg as **bylae 8.2.3(a)**.

Die Uitvoerende Burgemeesterskomitee het op 30 Oktober 2018 besluit dat die aangeleentheid rakende die appèl teen 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres oorstaan tot die eerskomende vergadering.

Die Raad het op 31 Oktober 2018 eenparig besluit dat die aangeleentheid rakende die appèl teen 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres oorstaan tot die eerskomende vergadering.

Die Uitvoerende Burgemeesterskomitee het op 3 Desember 2018 besluit:

- (a) dat die aangeleentheid rakende die appèl teen 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres oorstaan tot die eerskomende vergadering
- (b) dat die komitee lede na die transkripsie van die bandopnames luister.

Die Raad het op 6 Desember 2018 besluit:

- (a) dat die aangeleentheid rakende die appèl teen 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres oorstaan tot die eerskomende vergadering.
- (b) dat die bandopname van die bespreking van item 8.2.1 van die raadsvergadering gehou op 25 Januarie 2016, getranskribeer word.

Die transkripsie word aangeheg as **bylae 8.2.3(b)**.

Die Uitvoerende Burgemeesterskomitee het op 21 Januarie 2019 besluit om by die Raad aan te beveel:\

- (a) Dat die proses rakende die appèl teen die tweede wooneenheid geleë erf 2245, Albertsingel 26, Ceres weer gevolg word ten einde kommentaar en besware in te dien.
- (b) Dat die kantoor van die Munisipale Bestuurder 'n verslag opstel rakende die effek van twee wooneenhede per erf op die sanitasie en dienslewering van die munisipaliteit en sodanige verslag aan die Uitvoerende Burgemeesterskomitee voorlê.

EENPARIG BESLUIT

- (a) *Dat die proses rakende die appèl teen die tweede wooneenheid geleë erf 2245, Albertsingel 26, Ceres weer gevolg word ten einde kommentaar en besware in te dien.*
- (b) *Dat die kantoor van die Munisipale Bestuurder 'n verslag opstel rakende die effek van twee wooneenhede per erf op die sanitasie en dienslewering van die munisipaliteit en sodanige verslag aan die Uitvoerende Burgemeesterskomitee voorlê.*

8.3 Direkoraat Gemeenskapsdienste / Directorate Community Services

**8.3.1 Beleid vir behuisingstoekennings: Trichardtstraat-woonstelle
(17/04/1/1/1)**

Die volgende items verwys:

- (a) Item 9.1.6 van die Komitee vir Behuisingsaangeleenthede, gehou op 7 Junie 2018.
- (b) Item 7.3.7 van die Uitvoerende Burgemeesterskomitee vergadering, gehou op 23 Julie 2018.
- (c) Item 8.3.6 van die Raadsvergadering, gehou op 25 Julie 2018.
- (d) Item 8.3.4 van die Raadsvergadering, gehou op 31 Oktober 2018.

'n Memorandum vanaf die Bestuurder: Behuising, gedateer 25 Mei 2018, word aangeheg as **bylae 8.3.1**.

Die Komitee vir Behuisingsaangeleenthede het op 7 Junie 2018 besluit om by die Uitvoerende Burgemeesterskomitee en Raad aan te beveel:

dat die aangeleentheid rakende die konsepbeleid vir behuisingstoekennings te Trichardtstraat-woonstelle gewerkswinkel word.

Die Uitvoerende Burgemeesterskomitee het op 23 Julie 2018 besluit dat die Uitvoerende Burgemeesterskomitee by die Raad aanbeveel dat die aangeleentheid rakende die konsepbeleid vir behuisingstoekennings van die Trichardtstraat-woonstelle gewerkswinkel word.

Die Raad het op 25 Julie 2018 eenparig besluit dat die aangeleentheid rakende die konsepbeleid vir behuisingstoekennings te Trichardtstraat-woonstelle gewerkswinkel word.

Die Raad het op 31 Oktober 2018 besluit dat die aangeleentheid rakende die Beleid vir Behuisingstoekennings te Trichardtstraat-woonstelle deur die Raad gewerkswinkel word.

EENPARIG BESLUIT

dat die aangeleentheid rakende die Trichardtstraat-woonstelle terug verwys word na die Komitee vir Behuisingsaangeleenthede en 'n beleid vir toekennings geformuleer word.

8.4 Direkoraat Korporatiewe Dienste / Directorate Corporate Services

None

NOTED

9. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA

9.1 DBSA's infrastructure planning support: Development of Roads and Storm Water Master Plans for Witzenberg Municipality: Municipal contribution (16/P)

The following items refer:

- (a) Item 8.2.5 of the council meeting, held on 28 March 2018.
- (b) Item 7.2.4 of the Executive Mayoral Committee meeting, held on 21 January 2019.

Council unanimously resolved on 28 March 2018:

- (a) that the application for identified master plans be approved by Council.
- (b) that Council approves the provision for co-funding to the total amount of R350 000 in the 2018/2019 budget.
- (c) that the Municipal Manager be mandated to sign the necessary Memorandum of Agreement with the Development Bank of South Africa agreements.

The following documents are attached:

- (a) Memorandum from Manager: Streets and Storm Water, dated 16 January 2019: **Annexure 9.1(a)**.
- (b) Memorandum from Manager: Projects and Performance, dated 20 March 2018: **Annexure 9.1(b)**.
- (c) Council resolution 8.2.5 of 28 March 2018: **Annexure 9.1(c)**.
- (d) Letter from Department of Local Government and DBSA South Africa, dated 13 December 2018: **Annexure 9.1(d)**.
- (e) Quotation from SMEC, dated 30 November 2018: **Annexure 9.1(e)**.
- (f) Revised quotation from SMEC, dated 15 January 2019: **Annexure 9.1(f)**.
- (g) Revised technical report from Manager: Streets and Storm Water, dated 14 January 2019: **Annexure 9.1(g)**.

The Executive Mayoral Committee resolved on 21 January 2019 that the Executive Mayoral Committee recommends to Council:

- (a) that Council approves the provision for co-funding to the total amount of R399 941-95 (Vat included) in the 2018/2019 budget for the development of Roads and Storm Water Master Plans.
- (b) That the Municipal Manager be mandated to sign the necessary Memorandum of Agreement with the DBSA agreements.

UNANIMOUSLY RESOLVED

- (a) *that Council approves the provision for co-funding to the total amount of R399 941-95 (Vat included) in the 2018/2019 budget for the development of Roads and Storm Water Master Plans.*
- (b) *that the Municipal Manager be mandated to sign the necessary Memorandum of Agreement with the DBSA agreements.*

10. FORMAL AND STATUTORY MATTERS

**10.1 Feedback on matters of outside bodies
(3/R)**

None

NOTED

11. QUESTIONS and/or MATTERS RAISED by COUNCILLORS

The Speaker mentioned that all questions need to be submitted in good time to the Speaker's office in order to form part of the agenda.

11.1 Polocross Hall, Nduli, Ceres

Alderlady J Phungula (ANC) enquired with regard to the status of the Polocross Hall and the reasons for the delay to complete the building.

The Municipal Manager responded that funding for the fence is awaited. Feedback on this matter will be provided at the next meeting.

NOTED

11.2 Pine Forest court case

Alderlady J Phungula requested that information be given with regard to the Pine Forest court case and the status thereof.

The Municipal Manager reported that an appeal was lodged to the Appeal Court and the date for a hearing is still awaited.

NOTED

11.3 Offices for Nduli ward councillors

Alderlady J Phungula enquired with regard to the lack of offices for the Nduli ward councillors.

The Municipal Manager reported that the claims for the damaged buildings at Nduli had been submitted to the insurance company. The insurance company recently requested an engineer's technical report with regard to the buildings, which process is currently in progress of completion.

NOTED

11.4 Incident at Pine Forest Resort swimming pool

Alderlady J Phungula enquired with regard to rumours of a drowning at the Pine Forest Resort swimming pool on 24 December 2018.

The Municipal Manager reported that no drowning had taken place in the swimming pool.

NOTED

12. COUNCIL-in-COMMITTEE

MINUTES OF THE MEETING OF THE COMMITTEE FOR TECHNICAL SERVICES OF THE WITZENBERG MUNICIPALITY, HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES ON WEDNESDAY, 19 SEPTEMBER 2018 AT 10h00

NOTULE VAN DIE VERGADERING VAN DIE KOMITEE VIR TEGNIESE DIENSTE VAN DIE MUNISIPALITEIT WITZENBERG, GEHOU OP WOENSDAG, 19 SEPTEMBER 2018 OM 10H00 IN DIE RAADSAAL, MUNISIPALE KANTORE, VOORTREKKERSTRAAT 50, CERES

PRESENT / TEENWOORDIG

Committee members / Komiteeëde

Alderman / Raadsheer JJ Visagie (Chairperson / Voorsitter)
Councillor / Raadslid M Jacobs
Councillor / Raadslid M Mdala
Councillor / Raadslid R Simpson
Councillor / Raadslid D Swart

Councillors: Not Committee members / Raadslede: Nie Komiteeëde

Councillor / Raadslid K Adams
Councillor / Raadslid N Phatsoane

Officials / Amptenare

Mr / Mnr J Barnard (Director: Technical Services / Direkteur: Tegniese Dienste)
Mr / H Taljaard (Manager: Town Planning and Building Control / Bestuurder: Stadsbeplanning en Boubeheer)
Mr / Mnr P Van den Heever (Senior Manager: Electro-Technical Services / Senior Bestuurder: Elektrotegniese Dienste)
Mr / Mnr N Jacobs (Manager: Water and Sewerage / Bestuurder: Water en Riolerings)
Mr / Mnr E Linthorn (Manager: Streets and Storm Water / Bestuurder: Strate en Stormwater)
Mr / Mnr C Titus (Committee Clerk / Komiteeklerk)
Ms / Me A Klazen (Intern)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

The Chairperson requested Councillor D. Swart to open the meeting with prayer after which he welcome everyone present.

Die Voorsitter versoek Raadslid D. Swart om die vergadering met gebed te open waarna hy almal teenwoordig welkom heet.

NOTED / AANGETEKEN

2. CONSIDERATION OF APPLICATION FOR LEAVE OF ABSENCE, IF ANY / OORWEGING VAN AANSOEKE OM VERLOF TOT AFWESIGHEID, INDIEN ENIGE (3/1/2/1)

Apologies for absence for leave from the meeting were received from the Municipal Manager, Senior Superintendent: Solid Waste and Cleansing Services, Manager: Fleet and Workshop and the Head: Internal Services.

Verskonings om verlof tot afwesigheid van die vergadering was ontvang vanaf die Munisipale Bestuurder, Senior Superintendent: Vaste Afval en Reinigingsdienste, Bestuurder: Vloot en Werkswinkel en die Hoof: Interne Oudit.

RESOLVED

that notice be taken of the apologies for absence from the meeting received from the Municipal Manager, Senior Superintendent: Solid Waste and Cleansing Services, Manager: Fleet and Workshop and the Head: Internal Services.

BESLUIT

dat kennis geneem word van die verskonings vir afwesigheid van die vergadering ontvang vanaf die Munisipale Bestuurder, Senior Superintendent: Vaste Afval en Reinigingsdienste, Bestuurder: Vloot en Werkswinkel en die Hoof: Interne Oudit.

3. MINUTES / NOTULES

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

The minutes of the meeting of the Committee for Technical Services, held on 13 June 2018, are attached as **annexure 3.1**.

Die notule van die vergadering van die Komitee vir Tegniese Dienste, gehou op 13 Junie 2018, is ingebind as **bylae 3.1**.

RESOLVED

that the minutes of the meeting of the Committee for Technical Services held on 13 June 2018, be approved and signed by the Chairperson.

BESLUIT

dat die notule van die vergadering van die Komitee vir Tegniese Dienste gehou op 13 Junie 2018, goedgekeur en deur die Voorsitter onderteken word.

**3.2 Outstanding matters / Uitstaande sake
(3/3/2)**

None / Geen

NOTED / AANGETEKEN

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

None / Geen

NOTED / AANGETEKEN

5. INTERVIEWS WITH DELEGATIONS / ONDERHOUDE MET AFGEVAARDIGDES

None / Geen

NOTED / AANGETEKEN

6. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

**6.1 Risk Management Report: Fourth Quarter 2017/2018 Risk Management Report: Directorate for
Technical Services
(9/1/2/2)**

The Committee enquired pertaining to the absence of the Risk Management Report: Fourth Quarter 2017/2018 Risk Management Report: Directorate for Technical Services.

The Director: Technical Services informed the meeting that the Head: Internal Audit is off sick from work and that he will liaise with the matter in respect of the report.

RESOLVED

that the Director: Technical Services will liaise with the Head: Internal Audit with regard to the submission of the Risk Management Report for the Fourth Quarter 2017/2018 of Directorate Technical Services.

BESLUIT

dat die Direkteur: Tegniese Dienste met die Hoof: Interne Oudit sal konsulteer rakende die Risiko Bestuur Verslag vir die Vierde Kwartaal 2017/2018 van die Direktoraat Tegniese Dienste en ter tafel lê daarvan.

7. RESERVED POWERS / GERESERVEERDE BEVOEGDHEDE

**7.1 Rehabilitations and improvements of the Van Breda Bridge over the Dwars River R46, Ceres Road, Ceres
(16/04/4/6)**

A memorandum from the Manager: Streets and Storm Water, dated 3 August 2018, is attached as **annexure 7.1**.

The Manager: Streets and Storm Water reported on the latest development pertaining to the rehabilitation and improvement of the Van Breda Bridge over the Dwars River R46, Ceres Road, Ceres.

RESOLVED

To recommend to the Executive Mayoral Committee and Council:

that notice be taken of the rehabilitations and improvements of the Van Breda Bridge over the Dwars River R46, Ceres Road, Ceres

BESLUIT

Om by die Uitvoerende Burgemeesterskomitee en Raad aan te beveel:

dat kennis geneem word van die rehabilitasie en verbeteringe van die Van Bedra Brug oor die Dwars Rivier R46, Ceres Pad, Ceres.

**7.2 Electricity: Approval of Energy Plan (Small Scale Embedded Generation – SSEG)
(16/3/P)**

The following documents are attached:

- (a) Memorandum from Senior Manager: Electro-Technical Services, dated 19 June 2018: **Annexure 7.2(a)**.
- (b) Requirements for Small Scale Embedded Generation: **Annexure 7.2(b)**.
- (c) Contract for Small Scale Embedded Generation: **Annexure 7.2(c)**.
- (d) Application for connection of Solar PV Embedded Generation: **Annexure 7.2(d)**.
- (e) Small Scale Embedded Generation commissioning report: **Annexure 7.2(e)**.
- (f) Small Scale Embedded Generation decommissioning report: **Annexure 7.2(f)**.

The Manager: Electro-Technical Services reported pertaining to the importance of the approval of an Energy Plan (Small Scale Embedded Generation – SSEG).

RESOLVED

That the Committee for Technical Services recommends to the Executive Mayoral Committee and Council:

- (a) that Council takes note of the co-authored inputs and documentation of the Association of Municipal Electrical Undertakings, Western Cape Provincial Government, Cape Town and Green Cape as the nationally accepted standardised policy related to the implementation of Renewable Energy (Small Scale Embedded Generation) within municipalities.*
- (b) that Council adopts the NRS 097-2-1 (2010) and NRS 097-2-3 (2014) Grid Interconnection of Embedded Generation, Section 1 – Utility Interface, Section 2 – Simplified utility connection criteria for low-voltage connected generators as the basis of its Energy Plan and Small Scale Embedded Generation Policy.*
- (c) that the supporting documents, including the undermentioned, are accepted as official documentation related to the application processes related to any consumer intending to install Renewable Energy:*
 - (i) Requirements for Embedded Generation*
 - (ii) Contract for Embedded Generation*
 - (iii) Application Form*
 - (iv) Commissioning Form*
 - (v) Decommissioning Form*
- (d) that any amendments to the relevant NRS standards automatically be included in the Councils Energy Policy.*
- (e) that any amendment to the Electrical Bylaws as well as the implementation of a REFIT (Renewable Energy Feed-In Tariff) tariff will automatically form part of the Council's Energy Policy as and when approved by Council.*
- (f) that Council as a matter of priority determines a suitable REFIT (Renewable Energy Feed-In Tariff) tariff as part of their proposed Tariff Study.*
- (g) that Council reserves the right to refuse or limit the installation of Small Scale Embedded Generation plants if it is determined that they are having an onerous effect on the Quality of Supply of the Electrical Network of the municipality.*
- (h) that once the total sum of approved Renewable Energy applications reaches 15 % of the municipality's ESKOM approved notified maximum demand for each town, no further applications will be considered without the approval of Council.*
- (i) that any Large Power Users applying for permission to install Small Scale Embedded Generation plants must supply proof of their facility having an average power factor of 0,85 or better before any application will be considered.*
- (j) that all existing Small Scale Embedded Generation installations commissioned prior to the approval of this Energy Policy will be required to comply with the policy as amended from time to time, whilst the municipality reserves the right to install suitable bi-directional four quadrant meters to monitor that connection.*

- (k) *that any meters currently installed and allowed in writing by the municipality to run in reverse, will be expected to comply with these requirements once the REFIT tariff is implemented.*
- (l) *that for future applicants successfully requesting permission to install Small Scale Embedded Generation plants, the costs of installing the required bi-directional four quadrant meters are for the applicants' costs.*
- (m) *that Conventional or pre-payment meters are not allowed to run backwards.*
- (n) *that the matter pertaining to the Electricity: Approval of Energy Plan (Small Scale Embedded Generation – SSEG) be workshopped by Council.*

**7.3 Essential Services: Witzenberg Electrical Master Plan
(16/3/1)**

The following documents are attached:

- (a) Memorandum from the Senior Manager: Electro-Technical Services, dated 27 June 2018: **Annexure 7.3(a)**.
- (b) Master Planning and Status Report on 11 kV structure in Ceres: Period 2018 – 2028: Document 1: **Annexure 7.3(b)**.
- (c) Master Planning and Status Report on 11 kV structure in Tulbagh: Period 2018 – 2028: Document 2: **Annexure 7.3(c)**.
- (d) Master Planning and Status Report on 11 kV structure in Wolseley: Period 2018 – 2028: Document 3: **Annexure 7.3(d)**.

RESOLVED

That the Committee for Technical Services recommends to the Executive Mayoral Committee and Council:

- (a) *that Council approves the “Master Planning and Status Report on the 11 kV infrastructure in Ceres, Tulbagh and Wolseley: Period 2018 - 2028” as developed by Neil Lyners and Associates in conjunction with the personnel of the Electrical Department.*
- (b) *that Council adopts the Electrical Master Plan as the primary source document for budgeting and forward planning.*
- (c) *that the matter pertaining to Essential Services: Witzenberg Electrical Master Plan be workshopped with Council.*

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

None / Geen

NOTED / AANGETEKEN

9. QUESTIONS / REMARKS / RAISED BY COMMITTEE MEMBERS
VRAE / OPMERKINGS / GEOPPER DEUR KOMITEELEDE

- A Committee member requested the Director: Technical Services to instruct the Senior Superintendent: Solid Waste and Cleansing Services to regularly empty the skips in Ward 3.
- A Committee member congratulate the Technical Department on managing the drought situation during the year before the blessed rainfall during the winter season.
- The Committee enquired pertaining to the brown water coming out of the water tap especially in Prince Alfred Hamlet. Manager: Water and Sewerage responded that it is normal because of a discharge of the drought after the good rainfall.
- The Chairperson requested that the Director: Technical Services investigate the electricity lights which are out of order for the past three (3) months in the main road towards phase 4 in Prince Alfred Hamlet.
- A Ward Councillor enquired pertaining to the random outage of electricity in Nduli. The Director: Technical Services responded that the outage of electricity in Nduli was due to the failed electricity transformer due to the illegal electricity connection. Currently the municipality is in a process to implement the strategy to address illegal connection as approved by Council.

NOTED

10. ADJOURNMENT / VERDAGING

The meeting adjourned at 11:15 / Die vergadering verdaag om 11:15.

Approved on / Goedgekeur op _____

COUNCILLOR / RAADSLID JJ VISAGIE
CHAIRPERSON / VOORSITTER

/wr

MINUTES OF THE MEETING OF THE COMMITTEE FOR COMMUNITY DEVELOPMENT OF THE WITZENBERG MUNICIPALITY, HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES ON THURSDAY, 20 SEPTEMBER 2018 AT 10H00

NOTULE VAN DIE VERGADERING VAN DIE KOMITEE VIR GEMEENSKAPSONTWIKKELING VAN DIE MUNISIPALITEIT WITZENBERG, GEHOU OP DONDERDAG, 20 SEPTEMBER 2018 OM 10H00 IN DIE RAADSAAL, MUNISIPALE KANTORE, VOORTREKKERSTRAAT 50, CERES

PRESENT / TEENWOORDIG

Committee Members / Komiteelede

Councillor / Raadslid K Adams (Chairperson / Voorsitter)
Councillor / Raadslid P Daniels
Councillor / Raadslid G Laban
Councillor / Raadslid N Phatsoane

Officials / Amptenare

Mr / Mnr D Nasson (Municipal Manager / Munisipale Bestuurder)
Ms / Me H Truter (Manager: Amenities and Environment / Bestuurder: Geriewe en Omgewing)
Mr / Mnr H Visser (Chief: Disaster Management and Fire Brigade Services / Hoof: Rampbestuur en Brandweerdienste)
Me / Ms J Samuel (Manager: Resorts and Swimming Pools / Bestuurder: Oorde en Swembaddens)
Ms / Me J Stuurman (Superintendent: Libraries / Superintendent: Biblioteke)
Mr / Mnr M Green (Manager: Traffic Services / Bestuurder: Verkeersdienste)
Mr / Mnr R Fick (Acting Manager: Socio Economic Development / Waarnemende Bestuurder: Sosio-Ekonomiese Ontwikkeling)
Mr / Mnr C Wessels (Manager: Administration / Bestuurder: Administrasie)
Mr / Mnr C Titus (Committee Clerk / Komiteeklerk)
Ms / Me A Klazen (Student)

Other representatives / Ander verteenwoordigers

Captain / Kaptein A Ballack (South African Police Services / Suid-Afrikaanse Polisie, Prince Alfred's Hamlet)
Mr / Mnr M Mentor (Chairperson: Community Police Forum, Ceres / Voorsitter: Gemeenskap Polisiëringsforum, Ceres)
Warrant Officer / Adjudant Offisier A Moos (South African Police Services / Suid-Afrikaanse Polisie, Wolseley)
Ms / Me M Pierie (Chairperson: Community Police Forum, Wolseley / Voorsitter: Gemeenskap Polisiëringsforum, Wolseley)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

The Chairperson requested the Manager: Traffic Services to open the meeting with a prayer after which he welcomed everyone present.

Die Voorsitter versoek die Bestuurder: Verkeersdienste om die vergadering met gebed te open waarna hy almal teenwoordig welkom heet.

NOTED / AANGETEKEN

2. CONSIDERATION OF APPLICATION FOR LEAVE OF ABSENCE, IF ANY / OORWEGING VAN AANSOEKE OM VERLOF TOT AFWESIGHEID, INDIEN ENIGE (3/1/2/1)

Apologies for absence from the meeting were received from Lieutenant-Colonel C Meiring (South African Police Services, Tulbagh) and Mr N Jansen (Community Police Forum, Tulbagh)

Verskonings vir afwesigheid van die vergadering was ontvang vanaf Luitenant-Kolonel C Meiring (Suid-Afrikaanse Polisiediens, Tulbagh) en Mnr N Jansen (Gemeenskap Polisiëringsforum, Tulbagh).

RESOLVED

that notice be taken of the apologies for absence from the meeting received from Lieutenant-Colonel C Meiring (South African Police Services, Tulbagh) and Mr N Jansen (Community Police Forum, Tulbagh) and same be accepted.

BESLUIT

dat kennis geneem word van die verskonings vir afwesigheid van die vergadering ontvang vanaf Luitenant-Kolonel C Meiring (Suid-Afrikaanse Polisiediens, Tulbagh) en Mnr N Jansen (Gemeenskap Polisiëringsforum, Tulbagh) en dat dit aanvaar word.

3. MINUTES / NOTULES

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

The minutes of the meeting of the Committee for Community Development, held on 24 May 2018, are attached as **annexure 3.1**.

Die notule van die vergadering van die Komitee vir Gemeenskapsontwikkeling, gehou op 24 Mei 2018, word ingebind as **bylae 3.1**.

RESOLVED

that the minutes of the meeting of the Committee for Community Development, held on 24 May 2018 be approved and signed by the Chairperson.

BESLUIT

dat die notule van die vergadering van die Komitee vir Gemeenskapsontwikkeling, gehou op 24 Mei 2018, aanvaar en deur die Voorsitter onderteken word.

3.2 Outstanding Matters (3/3/2)

None / Geen

NOTED / AANGETEKEN

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

None / Geen

NOTED / AANGETEKEN

5. INTERVIEWS WITH DELEGATIONS / ONDERHOUDE MET AFGEVAARDIGDES

**5.1. Community Police Forum (CPF) and South African Police Services (SAPS) /
Gemeenskap Polisiëringsforum (GPF) en Suid-Afrikaanse Polisie diens (SAPD)
(17/07/1/R)**

The reports of the CPF and SAPS will be presented verbally.

Die verslae van die GPF en die SAPD sal mondelings gelewer word.

(a) Ceres

Mr M Mentoer, Chairperson of the Community Police Forum, Ceres, requested that the municipality be more involved in the activities of the Community Police Forum, especially in attending meetings.

Mr Mentoer expressed his concern with regard to roaming animals within neighbourhoods in Ward 3, Ceres. The Municipal Manager advised Mr Mentoer to contact Mr B Isaacs, the Pound Master of the Municipality to attend to the matter.

The Chairperson requested that the Ceres Community Police Forum forward the detailed information with regards to their scheduled meetings.

(b) Prince Alfred's Hamlet

Captain Ballack, South African Police Services, Prince Alfred's Hamlet reported the following:

- That the employees of Spar are regularly robbed due to the absence of flood lights in the Waboom Avenue near the bridge and requested that flood lights be installed.
- That the municipality assist the South African Police Services to demolish illegal structures at the back of Waboom and Denne Avenue, Prince Alfred's Hamlet.
- That recently released prisoners are vacating land illegally at Prince Alfred's Hamlet landfill site; the released prisoners need to be removed as they are fighting among each other to collect and sell items.
- The situation is however manageable.
- In comparison with the 2017 statistics there is a general decrease in crime.
- That there is decrease with regard to property related crimes.
- Theft out of motor vehicles and residential are on the increase.
- That liquor trading without a liquor license is on the increase.

The Municipal Manager responded on the following matters:

- That although the lightening matter is Eskom's responsibility, the municipality will assist with the matter.
- It was reported that people are living in the illegal structures and it is therefore difficult to remove the people as the municipality are obliged to provide alternative accommodation. Notice was served on the people whom are illegally vacating land on the landfill site in Prince Alfred's Hamlet.

(c) Wolseley

The South African Police Services, Wolseley reported the following:

- That there is a decrease with regard to property related crimes.
- That since 1 April 2018 no murder cases were reported.
- A new Chairperson for the Community Police Forum, was elected.

Ms M Pierie, the newly elected Chairperson of the Community Police Forum, Wolseley introduced herself to the Committee.

The Municipal Manager thanked the South African Police Services, Wolseley for assisting the municipality during the recent community protest action in Wolseley.

The Municipal Manager mentioned that the Municipality will with in cooperation with the South African Police Services and all relevant stakeholders workshop the following bylaws:

- Liquor Trading Days and Hours
- House shops / Spaza shops
- Spatial Planning and Land Use Management Act (SPLUMA)

The Chairperson wished her well with her future endeavours.

(d) Tulbagh

Absent with an apology / Afwesig met verskoning.

RESOLVED

that the Committee for Community Development takes notice of the content of the reports from the Community Police Forums and the South African Police Services and same be accepted.

BESLUIT

dat die Komitee vir Gemeenskapsontwikkeling kennis neem van die inhoud van die verslae gelewer deur die Gemeenskap Polisiëringsforums en Suid-Afrikaanse Polisie diens en dat die verslae aanvaar word.

5.2 Community Services: The Haven Night Shelter: Monthly Reports: May, June and July 2018 / Gemeenskapsdienste: Die Haven Nagskuiling: Maandverslae: Mei, Junie en Julie 2018 (17/16/3/1)

The following monthly reports of The Haven Night Shelter are attached;

Die volgende maandverslae van Die Haven Nagskuiling word ingebind:

(a)	May / Mei 2018	Annexure / Bylae 5.2(a)
(b)	June / Junie 2018	Annexure / Bylae 5.2(b)
(c)	July / Julie 2018	Annexure / Bylae 5.2(c)

RESOLVED

that the monthly reports of The Haven Night Shelter for May, June and July 2018 be held in abeyance until the next meeting.

BESLUIT

dat die maandverslae van die Haven Nagskuiling vir Mei, Junie en Julie 2018 oorstaan tot die volgende komitee vergadering.

6. DELEGATED POWERS / GEDELEGEERDE BEVOEGDHEDE

6.1 Monthly reports of the Section Socio-Economic Development for May, June, July and August 2018 / Maandverslae van die Afdeling Sosio-Ekonomiese Ontwikkeling vir Mei, Junie, Julie en Augustus 2018 (09/1/2/4)

The following monthly reports of the Section Socio-Economic Development for are attached:

Die volgende maandverslae van die Afdeling Sosio-Ekonomiese Ontwikkeling word ingebind:

(a)	May / Mei 2018	Annexure / Bylae 6.1(a)
(b)	June / Junie 2018	Annexure / Bylae 6.1(b)
(c)	July / Julie 2018	Annexure / Bylae 6.1(c)
(d)	August / Augustus 2018	Annexure / Bylae 6.1(d)

A Committee member enquired pertaining to the scheduled indigent services on Tuesdays and Thursdays at Wolseley.

The Municipal Manager informed the Committee that the planned jamboree in all towns will be held at the end October 2018.

RESOLVED

that the Committee for Community Development takes notice of the content of the monthly reports of the Section Socio-Economic Development for May, June, July and August 2018 and same be accepted.

BESLUIT

dat die Komitee vir Gemeenskapsontwikkeling kennis neem van die inhoud van die maandverslae van die Afdeling Sosio-Ekonomiese Ontwikkeling vir Mei, Junie, Julie en Augustus 2018 en dat die verslae aanvaar word.

6.2 Monthly reports of the Section Libraries for May, June, July and August 2018 / Maandverslae van die Afdeling Biblioteke vir Mei, Junie, Julie en Augustus 2018 (9/1/2/4)

The following monthly reports of the Section Libraries are attached as **annexure 6.2**.

Die volgende maandverslae van die Afdeling Biblioteke vir word ingebind:

- | | | |
|-----|------------------------|--------------------------------|
| (a) | May / Mei 2018 | Annexure / Bylae 6.2(a) |
| (b) | June / Junie 2018 | Annexure / Bylae 6.2(b) |
| (c) | July / Julie 2018 | Annexure / Bylae 6.2(c) |
| (d) | August / Augustus 2018 | Annexure / Bylae 6.2(d) |

RESOLVED

that the Committee for Community Development takes notice of the content of the monthly reports of the Section Libraries for May, June, July and August 2018 and same be accepted.

BESLUIT

dat die Komitee vir Gemeenskapsontwikkeling kennis neem van die inhoud van die maandverslae van die Afdeling Biblioteke vir Mei, Junie, Julie en Augustus 2018 en dat die verslae aanvaar word.

6.3 Monthly reports of the Section Amenities and Environment for May, June, July and August 2018 / Maandverslae van die Afdeling Geriewe en Omgewing vir Mei, Junie, Julie en Augustus 2018 (09/1/2/4)

The following monthly reports of the Section Amenities and Environment are attached:

Die volgende maandverslae van die Afdeling Geriewe en Omgewing word ingebind:

- | | | |
|-----|------------------------|--------------------------------|
| (a) | May / Mei 2018 | Annexure / Bylae 6.3(a) |
| (b) | June / Junie 2018 | Annexure / Bylae 6.3(b) |
| (c) | July / Julie 2018 | Annexure / Bylae 6.3(c) |
| (d) | August / Augustus 2018 | Annexure / Bylae 6.3(d) |

A Committee member raised concern pertaining to the dumping of waste in open public spaces when skips are removed. The Councillor furthermore expressed concern with regard to the cattle roaming, especially on the Romansriver Road and Pine Valley at Wolseley.

The Municipal Manager informed the meeting that he will instruct the Pound Master, Mr B Isaacs, to serve a notice on the owners of the cattle and inform them that their cattle will be impounded and will be released on their own cost.

The Municipal Manager mentioned that a meeting will be convened with the Manager: Amenities and Environment, Senior Superintendent: Solid Waste and Cleansing Services and Councillors to discuss a strategy to deal with illegal dumping in public open spaces. The Municipal Manager furthermore requested that Councillors immediately inform the Manager: Traffic Services when waste are dumped in public open spaces in order for law enforcement to attend to the matter.

RESOLVED

that the Committee for Community Development takes notice of the content of the monthly reports of the Section Amenities and Environment for May, June, July and August 2018 and same be accepted.

BESLUIT

dat die Komitee vir Gemeenskapsontwikkeling kennis neem van die inhoud van die maandverslae van die Afdeling Geriewe en Omgewing vir Mei, Junie, Julie en Augustus 2018 en dat die verslae aanvaar word.

6.4 Monthly reports of the Section Resorts and Swimming Pools for May, June and August 2018 / Maandverslae van die Afdeling Oorde en Swembaddens vir Mei, Junie en Augustus 2018 (9/1/2/4)

The following monthly reports of the Section Resorts and Swimming Pools are attached:

Die volgende maandverslae van die Afdeling Oorde en Swembaddens word ingebind:

- | | | |
|-----|------------------------|--------------------------------|
| (a) | May / Mei 2018 | Annexure / Bylae 6.4(a) |
| (b) | June / Junie 2018 | Annexure / Bylae 6.4(b) |
| (c) | August / Augustus 2018 | Annexure / Bylae 6.4(c) |

The Chairperson enquired pertaining to the omission of the July 2018 monthly report and requested that it be table at the next committee meeting. The following matters were highlighted by the Municipal Manager:

- That the municipality will advertise a tender in respect of the cutting of pine trees in the Pine Forest Holiday Resort.
- That the tender in respect of the installation of cameras will be re advertised.
- That additional lights were installed at the Pine Forest Holiday Resort.
- That the swimming pool in Nduli was vandalised and will therefore not be opened for the season.
- The semi-permanent members will meet to discuss matters with regard to their contracts.

RESOLVED

- (a) *that the Committee for Community Development takes notice of the content of the monthly reports of the Section Resorts and Swimming Pools for May, June and August 2018 and same be accepted.*
- (b) *that the monthly report of the Section Resorts and Swimming Pools for July 2018 be tabled at the next committee meeting.*

BESLUIT

- (a) *dat die Komitee vir Gemeenskapsontwikkeling kennis neem van die inhoud van die maandverslae van die Afdeling Oorde en Swembaddens vir Mei, Junie en Augustus 2018 en dat die verslae aanvaar word.*
- (b) *dat die maandverslag van die Afdeling Oorde en Swembaddens vir Julie 2018 by die volgende komitee vergadering voorgelê word.*

6.5 Monthly reports: Section Disaster and Emergency Management and Fire Services for May, June, July and August 2018 / Maandverslae: Afdeling Ramp- en Noodbestuur en Brandweerdienste vir Mei, Junie, Julie en August 2018 (9/1/2/4)

The following monthly reports of the Section Disaster and Emergency Management and Fire Services are attached:

Die volgende maandverslae van die Afdeling Ramp- en Noodbestuur en Brandweerdienste word ingebind:

- | | | |
|-----|------------------------|--------------------------------|
| (a) | May / Mei 2018 | Annexure / Bylae 6.5(a) |
| (b) | June / Junie 2018 | Annexure / Bylae 6.5(b) |
| (c) | July / Julie 2018 | Annexure / Bylae 6.5(c) |
| (d) | August / Augustus 2018 | Annexure / Bylae 6.5(d) |

RESOLVED

that the Committee for Community Development takes notice of the content of the monthly reports of the Section Disaster and Emergency Management and Fire Services for May, June, July and August 2018 and same be accepted.

BESLUIT

dat die Komitee vir Gemeenskapsontwikkeling kennis neem van die inhoud van die maandverslae van die Afdeling Ramp- en Noodbestuur en Brandweerdienste vir Mei, Junie, Julie en Augustus 2018 en dat die verslae aanvaar word.

6.6 Risk Management: Fourth quarter 2017/2018 Risk Management Report Committee for Community Development (9/1/2/2)

Council resolved per item 8.4.2 of 26 October 2016:

- (a) that the review of the Quarterly Risk Matrix Report be delegated to the relevant Portfolio Committees.
- (b) that the standardised agenda item for the Quarterly Risk Matrix Report be accepted.

A Risk Management report for the Committee for Community Development, Fourth quarter 2017/2018, dated 2 May 2018, is attached as **annexure 6.6**.

Objectives of Enterprise Risk Management

The objectives of risk management are to assist Management in making more informed decisions which:

- provide a level of assurance that current significant risks are effectively managed;
- improve operational performance by assisting and improving decision making and planning;
- promote a more innovative, less risk averse culture in which the taking of calculated risks in pursuit of opportunities, to benefit the municipality is encouraged; and
- provide a sound basis for risk management and internal control as components of good corporate governance.

Roles and Responsibilities

Council takes an interest in risk management to the extent necessary to obtain comfort that properly established and functioning systems of risk management are in place to protect Witzenberg Municipality against significant risks. Council has to report to the community, on the municipality's system of internal control. This provides comfort that the municipality is protected against significant risks to ensure the achievement of objectives as detailed in the Service Delivery and Budget Improvement Plan (SDBIP).

In terms of the Risk Management Framework the responsibilities of the Council in risk management includes:

- (a) ensuring that the Institutional strategies are aligned to the government mandate;
- (b) obtaining assurance from management that the Municipality's strategic choices were based on a rigorous assessment of risk;
- (c) obtaining assurance that key risks inherent in the Municipality's strategies were identified and assessed, and are being properly managed;
- (d) assisting the Accounting Officer / Authority to deal with fiscal, intergovernmental, political and other risks beyond their direct control and influence; and
- (e) insisting on the achievement of objectives, effective performance management and value for money.

The Municipal Manager is ultimately responsible for risk management within the municipality. This includes ensuring that the responsibility for risk management vests at all levels of management. The Municipal Manager sets the tone at the top by promoting accountability, integrity and other factors that will create a positive control environment.

Senior Management takes ownership for managing the municipality's risks within their areas of responsibility and is accountable to the Municipal Manager for designing, implementing, monitoring and integrating Enterprise Risk Management (ERM) into their day-to-day activities of the municipality. This should be done in a manner that ensures that risk management becomes a valuable strategic management tool.

Line Management/Risk Owners take responsibility for managing the municipality's risks within their areas of responsibility and is responsible for the designing, implementing, monitoring and integrating Enterprise Risk Management into their day-to-day activities of the municipality. The key focus is to ensure that controls implemented to mitigate risk are working as intended and that any deviations are reported and improved.

RESOLVED

that the matter pertaining to the Risk Management Report for the Fourth Quarter of 2017/2018 be held in abeyance until the next meeting.

6.7 SALGA: Minutes: Environmental Planning and Climate Resilience Provincial Working Group (12/1/11)

The minutes from SALGA Provincial Working Group in respect of Environmental Planning and Climate Resilience, dated 15 May 2018, is attached as **annexure 6.7**.

RESOLVED

that the Committee for Community Development takes notice of the minutes from SALGA Provincial Working Group in respect of Environmental Planning and Climate Resilience and that same be accepted.

6.8 Circular: Appointment as Chairperson of the Cape Winelands District Road Traffic Management Co-Ordinating Committee (2/1/2)

A circular received from the Chief Director: Traffic Management, Mr K Africa regarding the appointment of Chairperson of the Cape Winelands District Road Traffic Management Co-Ordinating Committee is attached as **annexure 6.8**.

The Committee for Community Development congratulated the Manager: Traffic Services, Mr M Green on his appointment as Chairperson of the Cape Winelands District Road Traffic Management Co-Ordinating Committee.

RESOLVED

that the Committee for Community Development takes notice of the appointment of the Manager: Traffic Services, Mr M Green, as Chairperson of the Cape Winelands District Road Traffic Management Co-Ordinating Committee and that same be accepted.

7. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

None / Geen

NOTED / AANGETEKEN

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

None / Geen

NOTED / AANGETEKEN

9. VERDAGING / ADJOURNMENT

The meeting adjourned at 11h50. / Die vergadering verdaag om 11h50.

Approved on / Goedgekeur op _____.

COUNCILLOR / RAADSLID K ADAMS
CHAIRPERSON / VOORSITTER

/esw/

MINUTES OF THE MEETING OF THE COMMITTEE FOR CORPORATE AND FINANCIAL SERVICES OF THE WITZENBERG MUNICIPALITY, HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES ON THURSDAY, 18 OCTOBER 2018 AT 14H00

NOTULE VAN DIE VERGADERING VAN DIE KOMITEE VIR KORPORATIEWE EN FINANSIËLE DIENSTE VAN DIE MUNISIPALITEIT WITZENBERG, GEHOU OP DONDERDAG 18 OKTOBER 2018 OM 14H00 IN DIE RAADSAAL, MUNISIPALE KANTORE, VOORTREKKERSTRAAT 50, CERES

PRESENT / TEENWOORDIG

Alderman / Raadsheer

H Smit (Chairperson / Voorsitter)

Councillors / Raadslede

T Mgoboza
D Kinnear

Officials / Amptenare

Mr / Mnr D Nasson (Municipal Manager / Munisipale Bestuurder)
Mr / Mnr C Kritzinger (Director: Finance / Direkteur: Finansies)
Mr / Mnr A Raubenheimer (Deputy Director: Finance / Adjunk-Direkteur: Finansies)
Mr / Mnr M Frieslaar (Manager: Supply Chain / Bestuurder: Voorsieningskanaal)
Mr / Mnr C Wessels (Manager: Administration / Bestuurder: Administrasie)
Ms / Me C Januarie (Manager: Income / Bestuurder: Inkomste)
Ms / Me I Swartbooi (Manager: Human Resources / Bestuurder: Menslike Hulpbronne)
Ms / Me A Radjoo (Manager: Marketing and Communication / Bestuurder: Bemaking en Kommunikasie)
Ms / Me L Nieuwenhuis (Legal Advisor / Regsadviseur)
Ms / Me E Lewis (Word Processing Operator / Woord Verwerkingsoperateur)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

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

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

NOTED / AANGETEKEN

2. CONSIDERATION OF APPLICATION FOR LEAVE OF ABSENCE, IF ANY / OORWEGING VAN AANSOEK OM VERLOF TOT AFWESIGHEID, INDIEN ENIGE (3/1/2/1)

Application for leave of absence from the meeting was received from Alderman J Schuurman.

Apologies for leave of absence from the meeting were received from Director: Corporate Services, Manager: Traffic Services, Manager: IDP and Manager: Financial Administration.

Aansoek om verlof tot afwesigheid van die vergadering was ontvang vanaf Raadsheer J Schuurman.

Verskoning vir afwesigheid van die vergadering is ontvang vanaf die Direkteur: Korporatiewe Dienste, Bestuurder: Verkeersdienste, Bestuurder: GOP en Bestuurder: Finansiële Administrasie.

RESOLVED

- (a) *that the application for leave of absence from the meeting received from Alderman J Schuurman be approved and accepted.*
- (b) *that notice be taken of the apologies for leave of absence from the meeting received from the Director: Corporate Services; Manager: Traffic Services, Manager: IDP and Manager: Financial Administration and be approved and accepted.*

BESLUIT

- (a) *dat die aansoek om verlof tot afwesigheid van die vergadering ontvang vanaf Raadsheer J Schuurman goedgekeur en aanvaar word.*
- (b) *dat kennis geneem word van die verskonings ontvang vanaf Direkteur: Korporatiewe Dienste, Bestuurder: Verkeersdienste, Bestuurder: GOP en Bestuurder: Finansiële Administrasie en dat dit goedgekeur en aanvaar word.*

3. MINUTES / NOTULES

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

The minutes of the meeting of the Committee for Corporate and Financial Services, held on 20 September 2018 are attached as **annexure 3.1**.

Die notule van 'n vergadering van die Komitee vir Korporatiewe en Finansiële Dienste, gehou op 20 September 2018 word ingebind as **bylae 3.1**.

RESOLVED

that the minutes of the meeting of the Committee for Corporate and Financial Services held on 20 September 2018 be approved and signed by the Chairperson.

BESLUIT

dat die notule van die vergadering van die Komitee vir Korporatiewe en Finansiële Dienste gehou op 20 September 2018 goedgekeur en deur die Voorsitter onderteken word.

**3.2 Matters / Corrections from the minutes
(3/1/2/3)**

For consideration of any discussions and / or corrections of the minutes.

NOTED

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

None / Geen

NOTED / AANGETEKEN

5. INTERVIEWS WITH DELEGATIONS / ONDERHOUE MET AFGEVAARDIGDES

None / Geen

NOTED / AANGETEKEN

6. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

**6.1 Monthly report: Department: Corporate Services: September 2018 /
Maandverslag: Departement: Korporatiewe Dienste: September 2018
(09/1/2/1)**

The monthly report of the Departement: Corporate Services for September 2018 is attached as **annexure 6.1**.

Die maandverslag van die Departement: Korporatiewe Dienste vir September 2018 word ingebind as **bylae 6.1**.

RESOLVED

that the Committee for Corporate and Financial Services take note of the content of the monthly report of the Department: Corporate Services for September 2018 and same be accepted.

BESLUIT

dat die Komitee vir Korporatiewe en Finansiële Dienste kennis neem van die inhoud van die maandverslag van die Departement: Korporatiewe Dienste vir September 2018 en dat die verslag aanvaar word.

6.2 Risk Management: Fourth quarter 2018/2019 Risk Management Report Committee for Corporate and Financial Services (9/1/2/2)

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

Geen / None

NOTED / AANGETEKEN

7. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

7.1 Section 71 Monthly report of the Department Finance: August 2018 / Artikel 71 Maandverslag: Departement Finansies: August 2018 (9/1/2/2)

The Section 71 monthly report of the Department Finance for August 2018 is attached as **annexure 7.1**.

Die Artikel 71 maandverslag van die Departement Finansies vir Augustus 2018 word ingebind as **bylae 7.1**.

RESOLVED

To recommend to the Executive Mayoral Committee and Council:

that the Committee for Corporate and Financial Services takes notice, after consideration of the content of the Section 71 monthly report of the Department Finance for August 2018, that same be approved and accepted.

BESLUIT

Om by die Uitvoerende Burgemeesterskomitee en Raad aan te beveel:

dat die Komitee vir Korporatiewe en Finansiële Dienste kennis neem, na oorweging van die inhoud van die Artikel 71 maandverslag van die Departement Finansies vir Augustus 2018, dat die verslag goedgekeur en aanvaar word.

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

Geen / None

NOTED / AANGETEKEN

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

**MINUTES OF THE EXECUTIVE MAYORAL COMMITTEE MEETING OF WITZENBERG MUNICIPALITY,
HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES
ON TUESDAY, 30 OCTOBER 2018 AT 08:00**

PRESENT

Executive Mayoral Committee

Councillor BC Klaasen (Executive Mayor)
Alderman HJ Smit
Alderman JJ Visagie
Councillor TE Abrahams
Councillor EM Sidego

Councillors not on Executive Mayoral Committee

Councillor TT Godden (Speaker)
Councillor MD Jacobs

Officials

Mr D Nasson (Municipal Manager)
Mr J Barnard (Director: Technical Services)
Mr HJ Kritzingen (Director: Finance)
Mr M Mpeluza (Director: Corporate Services)
Mr G Louw (Head: Internal Audit)
Mnr A Hofmeester (IDP Manager)
Mr CG Wessels (Manager: Administration)
Ms MJ Prins (Acting Principal Administrative Officer)
Mr C Titus (Committee Clerk)

Other representatives

Mr N Bettesworth (Ceres Business Initiative)

1. OPENING AND WELCOME

The Executive Mayor welcomed everyone and requested the Director: Finance to open the meeting with a prayer.

Councillor TE Abrahams mentioned that all the items could not be read due to the short time for preparation as well as problems experienced with the tablets.

NOTED

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

An apology for absence from the meeting was received from the Chief Risk Officer.

RESOLVED

that notice be taken of the apology for absence from the meeting, received from the Chief Risk Officer, and same be accepted.

3. MINUTES

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

The minutes of the Executive Mayoral Committee meeting, held on 23 July 2018, are attached as **annexure 3.1**.

RESOLVED

That the minutes of the Executive Mayoral Committee meeting, held on 23 July 2018, be approved and signed by the Executive Mayor.

3.2 Outstanding matters
(3/3/2)

Item number	File reference	Heading, item no. and date	Directorate	Action	Progress	Target date
3.2.1	17/18/1	8.3.1 of 05-12-2017 Allocation of land for informal traders	Community Services (Local Economic Development)	That the matter be held in abeyance.	Site tour has been undertaken by Committee for Local Economic Development.	
3.2.2	7/1/4/2	7.4.4 of 28-05-2018 Alienation of municipal property: Erf 935, Wolseley	Corporate Services	(a) that the Municipal Manager obtains a legal opinion pertaining to the various concerns raised by the Executive Mayoral Committee. (b) that the matter be held in abeyance until the next meeting.	Municipal Manager to obtain legal opinion.	

RESOLVED

- (a) *that the matter regarding the allocation of land for informal traders be held in abeyance until the next committee meeting.*
- (b) *that the matter regarding the alienation of municipal property (erf 935), Wolseley be held in abeyance until the next meeting.*

4. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED BY EXECUTIVE MAYOR (9/1/1)

- (a) The Executive Mayor mentioned that the recent community unrest had caused much damage. Criminal charges were laid against the culprits.
- (b) The Executive Mayor mentioned that a meeting will be held with the South African Police Services in the Witzenberg area.
- (c) The Executive Mayor requested that Councillors urgently complete the SASRIA application forms for insurance cover during unrests for their personal vehicles, properties and household assets. The forms were distributed time ago, but with little response.
- (d) The Executive Mayor mentioned that the safety of Councillors is a concern and a matter of priority for Council.
- (e) The Executive Mayor expressed concern with regard to possible illegal water extraction from the river. The municipality will investigate the matter.

NOTED

5. INTERVIEWS WITH DELEGATIONS

None

NOTED

6. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

6.1 Direktooraat Finansies / Directorate Finance

None

NOTED

6.2 Direktoraat Tegniiese Dienste / Directorate Technical Services

None

NOTED

6.3 Direktoraat Gemeenskapsdienste / Directorate Community Services

**6.3.1 Housing: Backyard dwellers: Wolseley
(17/04/R)**

A memorandum from the Manager: Housing, dated 18 September 2018, is attached as **annexure 6.3.1.**

RESOLVED

that the Executive Mayoral Committee takes notice of the matter regarding backyard dwellers in Wolseley.

**6.3.2 Housing: Backyard dwellers: Bella Vista, Ceres
(17/04/R)**

A memorandum from the Manager: Housing, dated 18 September 2018, is attached as **annexure 6.3.2.**

RESOLVED

that the Executive Mayoral Committee takes notice of the matter regarding backyard dwellers in Bella Vista, Ceres.

6.4 Direktoraat Korporatiewe Dienste / Directorate Corporate Services

None

NOTED

7. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

7.1 Direkoraat Finansies / Directorate Finance

7.1.1 Performance, Risk and Audit Committee: 1st Bi-Annual Report on Performance Management: 2017/2018 (5/14/4)

The following items refer:

- (a) Item 7.1.3 of the Executive Mayoral Committee meeting, held on 23 July 2018.
- (b) Item 8.1.3 of the Council meeting, held on 25 July 2018.

The First Bi-Annual Report on Performance Management for 2017/2018 is attached as **annexure 7.1.1**.

The following memorandum, dated 13 April 2018, was received from the Head: Internal Audit:

"The attached report was received from the Chairperson of the Performance, Risk and Audit Committee.

Background

In terms of the Local Government Municipal Planning and Performance Management Regulations, 14(4)(a), 'A performance audit committee must –

- (i) review the quarterly reports submitted to it in terms of sub regulation (1)(c)(ii);
- (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 a financial year submit an audit report to the municipal council concerned.'

The Performance, Risk and Audit Committee (PRAC) have conducted a mandatory review of the municipality's Performance Management System in terms of the Municipal Planning and Performance Regulations. The purpose of this report is to inform the Municipal Council regarding the result of the review that focuses on economy, efficiency, effectiveness and impact in so far as the key performance indicators and performance targets are concerned."

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the First Bi-Annual Report on Performance Management for 2017/2018.

The Executive Mayoral Committee resolved on 23 July 2018 that the matter in respect of the First Bi-Annual Report on Performance Management for 2017/2018 be held in abeyance until the next meeting.

Council resolved on 25 July 2018 that notice be taken that the matter in respect of the First Bi-Annual Report on Performance Management for 2017/2018 was held in abeyance by the Executive Mayoral Committee until the next meeting.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the First Bi-Annual Report on Performance Management for 2017/2018 and same be accepted.

7.1.2 Delegated powers to Performance, Risk and Audit Committee (5/14/P)

The following items refer:

- (a) Item 7.1 of the Performance, Risk and Audit Committee meeting, held on 4 May 2018.
- (b) Item 7.1.4 of the Executive Mayoral Committee meeting, held on 23 July 2018.
- (c) Item 8.1.4 of the Council meeting, held on 25 July 2018.

The Performance, Risk and Audit Committee resolved on 4 May 2018 to recommend to the Executive Mayoral Committee and Council:

that Council, in terms of MFMA Circular 65, considers that the Internal Audit Plan and the Internal Audit Charter have been approved by the Performance, Risk and Audit Committee and that Council takes notice and accepts same.

The Municipal Finance Management Act Section 165, states that the 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 audit.

National Treasury Circular 65 under roles and responsibilities states the following:

The audit committee must in relation to internal audit:

- Ensure that the charter, independence and activities of the internal audit function are clearly understood and respond to the objectives of the municipality and the legal framework.
- Regularly review the functional and administrative reporting lines of the internal auditor to ensure that the organizational structure is consistent with the principles of independence and accountability.
- Review and approve the internal audit charter, including internal audit strategic plan.
- Confirm that the annual audit plan makes provision for critical risk areas in the municipality.
- Advise the municipality on resources allocated to give effect to the work outputs of the internal audit function.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that Council delegates the authority to the Performance, Risk and Audit Committee to approve the Internal Audit Plans and for Council to be advised accordingly.

The Executive Mayoral Committee resolved on 23 July 2018 that the matter in respect of delegated powers to the Performance, Risk and Audit Committee be held in abeyance until the next meeting.

Council resolved on 25 July 2018 that notice be taken that the matter in respect of delegated powers to the Performance, Risk and Audit Committee was held in abeyance by the Executive Mayoral Committee until the next meeting.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that Council delegates the authority to the Performance, Risk and Audit Committee to approve the Internal Audit Plans and for Council to be advised accordingly.

7.1.3 Internal audit report: Performance Management System: Quarter 1 of 2017/2018 (5/14/3)

Item 6.4 of the Performance, Risk and Audit Committee meeting, held on 2 March 2018, refers.

The Performance Management System report for the first quarter of 2017/2018, dated October 2017, is attached as **annexure 7.1.3**.

The Head: Internal Audit submitted the Internal Audit Report on the Performance Management System for the first quarter of 2017/2018. The following were highlighted:

- Findings 1 to 4 relates to compliance findings related to KPI's:
 - detect corrective measures timeously
 - corrective actions not implemented
 - Section 52 Report not submitted timeously to the Executive Mayor.
 - Performance agreement of Chief Financial Officer uploaded on website, but not signed.
 - Inadequate capturing of expenditure with regard to new council chambers. Management implemented corrective actions timeously.
- The Performance, Risk and Audit Committee enquired with regard to the seriousness of the grading of the finding. The Municipal Manager was of the opinion that the grading of finding be evaluated in the context thereof and also that corrective measures had been implemented timeously. The Performance, Risk and Audit Committee mentioned that the context is important, however, Internal Audit has a responsibility to report and to mention if corrective actions had been implemented.

The Performance, Risk and Audit Committee resolved on 2 March 2018:

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

that notice be taken of the Internal Audit Report on the Performance Management System for the first quarter of 2017/2018 and the same be approved and accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Internal Audit Report on the Performance Management System for the first quarter of 2017/2018 and the same be approved and accepted.

7.1.4 Internal audit report: Performance Management System: Quarter 2 of 2017/2018 (5/14/3)

Item 6.1 of the Performance, Risk and Audit Committee meeting, held on 2 March 2018, refers.

The Performance Management System report for the second quarter of 2017/2018, dated February 2018, is attached as **annexure 7.1.4**.

The Head: Internal Audit submitted the Internal Audit Report in respect of the Performance Management System for the second quarter of 2017/2018. The following were highlighted:

- The Municipal Manager mentioned that a clean audit is not only about compliance, but to take it to the next level of value for money.
- Management implemented corrective action in respect of the Section 52 report submitted timeously to the Executive Mayor.
- The Municipal Manager mentioned that SMART KPI's cannot be achieved if the capital is not achieved. The allocation of the Department of Water Affairs was taken out of the Adjustment Budget due to matters outside of the municipality's control.
- AGSA informed that in the AGSA report are explanations why targets are not achieved. AGSA had looked at the evidence submitted and evaluated it according to the reasons why the municipality did not achieve its targets.
- That the blue identity book is still valid although it is not barcoded. Internal Audit will change the finding before submitting the report to Council.

The Performance, Risk and Audit Committee resolved on 2 March 2018:

- (a) that the Head: Internal Audit updates and corrects the Internal Audit Report in respect of the Performance Management System for the second quarter of 2017/2018 with regard to:
 - (i) that the blue identity book is still valid.
 - (ii) the error in the summary with regard to finding 9 be rectified.
- (b) that the Head: Internal Audit submits the amended report supra (a) to the Executive Mayoral Committee and Council.
- (c) that the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

that notice be taken of the Internal Audit Report in respect of the Performance Management System for the second quarter of 2017/2018 and the same be approved and accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Internal Audit Report in respect of the Performance Management System for the second quarter of 2017/2018 and same be approved and accepted.

**7.1.5 Risk Management Report: Third Quarter 2017/2018
(5/14/2)**

Item 7.1 of the Performance, Risk and Audit Committee meeting, held on 4 May 2018, refers.

Die Risk Management Report for the third quarter of 2017/2018, dated March 2018, is attached as **annexure 7.1.5**.

The Performance, Risk and Audit Committee resolved on 4 May 2018:

- (a) that the Chief Risk Officer in respect of the top risks per strategic objectives, where controls are weak, puts action plans in place.
- (b) that the Performance, Risk and Audit Committee takes notice of the Risk Management Report for the third quarter of 2017/2018 and accepts same.
- (c) To recommend to the Executive Mayoral Committee and Council:

that Council, in terms of MFMA Circular 65, considers that the Internal Audit Plan and the Internal Audit Charter have been approved by the Performance, Risk and Audit Committee and that Council takes notice and accepts same.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that Council, in terms of MFMA Circular 65, considers that the Internal Audit Plan and the Internal Audit Charter have been approved by the Performance, Risk and Audit Committee and that Council takes notice and accepts same.

**7.1.6 Status report on implementation of internal audit findings: Quarter 1 of 2017/2018
(5/14/2)**

The following items refer:

- (a) Item 8.4 of the Performance, Risk and Audit Committee meeting, held on 2 March 2018.
- (b) Item 8.2 of the Performance, Risk and Audit Committee meeting, held on 4 May 2018.

The Status report on the implementation of internal audit findings for the first quarter of 2017/2018, dated September 2017, is attached as **annexure 7.1.6**.

The following recommendation was tabled to the Performance, Risk and Audit Committee:

That notice be taken of the Status report on the implementation of internal audit findings for the first quarter of 2017/2018, dated September 2017.

The Performance, Risk and Audit Committee resolved on 2 March 2018 that the matter about the Status report on the implementation of internal audit findings for the first quarter of 2017/2018 be held in abeyance until the next meeting.

The Performance, Risk and Audit Committee resolved on 4 May 2018 to recommend to the Executive Mayoral Committee and Council:

that notice be taken of the Status report on the implementation of internal audit findings for the first quarter of 2017/2018, dated September 2017, and same be accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Status report on the implementation of internal audit findings for the first quarter of 2017/2018, dated September 2017, and same be accepted.

7.1.7 Status report on implementation of internal audit findings: Quarter 2 of 2017/2018 (5/14/2)

The following items refer:

- (a) Item 8.5 of the Performance, Risk and Audit Committee meeting, held on 2 March 2018.
- (b) Item 8.3 of the Performance, Risk and Audit Committee meeting, held on 4 May 2018.

The Status report on the implementation of internal audit findings for the second quarter of 2017/2018, dated December 2017, is attached as **annexure 7.1.7**.

The Performance, Risk and Audit Committee resolved on 2 March 2018 that the matter about the Status report on the implementation of internal audit findings for the second quarter of 2017/2018 be held in abeyance until the next meeting.

The Performance, Risk and Audit Committee resolved on 4 May 2018:

- (a) that the Department of Finance improves on the percentage of findings implemented.
- (b) To recommend to the Executive Mayoral Committee and Council:

that notice be taken of the Status report on the implementation of internal audit findings for the second quarter of 2017/2018 and same be accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Status report on the implementation of internal audit findings for the second quarter of 2017/2018 and same be accepted.

**7.1.8 Section 71 Monthly reports of the Directorate Finance: April, May, June, July and August 2018
(9/1/2/2)**

The following items refer:

- (a) Item 7.1 of the meeting of the Committee for Corporate and Financial Services, held on 20 September 2018.
- (b) Items 8.1 and 8.2 of the Performance, Risk and Audit Committee meeting, held on 21 September 2018.
- (c) Item 7.1 of the meeting of the Committee for Corporate and Financial Services, held on 18 October 2018.

The following Section 71 monthly reports of the Directorate Finance are attached:

- | | | |
|-----|-------------|--------------------------|
| (a) | April 2018 | Annexure 7.1.8(a) |
| (b) | May 2018 | Annexure 7.1.8(b) |
| (c) | June 2018 | Annexure 7.1.8(c) |
| (d) | July 2018 | Annexure 7.1.8(d) |
| (e) | August 2018 | Annexure 7.1.8(e) |

The Committee for Corporate and Financial Services resolved on 20 September 2018 to recommend to the Executive Mayoral Committee and Council:

that the Committee for Corporate and Financial Services takes notice, after consideration of the content of the Section 71 monthly reports of the Directorate Finance for April, May, June and July 2018, and same be approved and accepted.

Extract from the minutes of the Performance, Risk and Audit Committee meeting, held on 21 September 2018:

"The Director: Finance tabled the Section 71 monthly reports of the Department Finance for July and August 2018. The following was highlighted:

- The Performance, Risk and Audit Committee expressed concern with regard to debt increase. Debt collection is a challenge.
- The Performance, Risk and Audit Committee observed an increase in the number of indigents.
- The Director: Finance explained that Council has decided to write off only debt as prescribed and also the debt of indigents."

The Performance, Risk and Audit Committee resolved on 21 September 2018 that the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

that notice be taken of the Section 71 monthly reports of the Directorate Finance for July and August 2018 and same be accepted.

The Committee for Corporate and Financial Services resolved on 18 October 2018 to recommend to the Executive Mayoral Committee and Council:

that the Committee for Corporate and Financial Services takes notice, after consideration of the content of the Section 71 monthly report of the Department Finance for August 2018, that same be approved and accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Section 71 monthly reports of the Directorate Finance for April, May, June, July and August 2018 and, after consideration, same be accepted.

7.1.9 Finance: Incurrence of long-term debt (5/9)

The following memorandum, dated 3 October 2018, was received from the Director: Finance:

“1. Purpose

The purpose of this report is to table the proposed incurrence of Long-term Borrowing for consideration to the Executive Mayor and Council.

2. Legal framework

Section 46(3) of the MFMA states the following:

- (3) A municipality may incur long-term debt only if the Accounting Officer of the municipality —
- (a) has, in accordance with Section 21A of the Municipal Systems Act —
 - (i) at least 21 days prior to the meeting of the Council at which approval for the debt is to be considered, made public an information statement setting out particulars of the proposed debt, including the amount of the proposed debt, the purposes for which the debt is to be incurred and particulars of any security to be provided; and
 - (ii) invited the public, the National Treasury and the relevant Provincial Treasury to submit written comments or representations to the Council in respect of the proposed debt; and
 - (b) has submitted a copy of the information statement to the municipal Council at least 21 days prior to the meeting of the Council, together with particulars of —
 - (i) the essential repayment terms, including the anticipated debt repayment schedule, and
 - (ii) the anticipated total cost in connection with such debt over the repayment period.’

3. Discussion

The cost of full maintenance lease has been compared to the cost of procuring vehicles and it was determined that procuring vehicles are the better option for the municipality.

The proposed loan and the funds budgeted for leasing of vehicles can be used to fund the following vehicles:

Small sedans	10
Performance sedans (Traffic department)	2
Small LDV	3
One ton LDV	11

A tender process was followed to identify a service provider for the long-term loan and it was recommended by the Bid Adjudication Committee that the tender 8/2/15/39 be awarded to NEDBANK.

Particulars of the proposed debt are as follow:

Amount of debt to be incurred: R3 500 000.

Purpose for which the debt is to be incurred: Vehicles: R3 500 000

Security to be provided: None

Repayment terms are as follow:

Description	Term of loan	Amount of loan required	Fixed lending rate charged by bidder
Acquisition of capital assets	3 years	R3 500 000	9.75 % (All in Rate NACS)

Loan amortization table

Bi-annual date	Capital	Interest	Payment (equal instalments)	Balance
Half-year payment 1	3 500 000	85 079	671 145	2 913 934
Half-year payment 2	2 913 934	144 000	671 145	2 386 789
Half-year payment 3	2 386 789	116 037	671 145	1 831 681
Half-year payment 4	1 831 681	89 539	671 145	1 250 074
Half-year payment 5	1 250 074	60 774	671 145	639 703
Half-year payment 6	639 703	31 442	671 145	0
Total		R526 871	R4 026 871	

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

That approval be granted by Council for the incurrence of long-term debt for the procurement of vehicles.

RESOLVED

that the matter in respect of the incurrence of long-term debt be held in abeyance until after the advertisement thereof and again be submitted to the Executive Mayoral Committee and Council for a resolution.

**7.1.10 Risk Management Report: Fourth Quarter 2017/2018
(5/14/2)**

Item 7.1 of the Performance, Risk and Audit Committee meeting, held on 21 September 2018, refers.

The Risk Management Report for the fourth quarter of 2017/2018, dated June 2018, is attached as **annexure 7.10**.

The Performance, Risk and Audit Committee advised that the ICT Steering Committee attends to strategic matters. There is currently too much operational matters.

The Performance, Risk and Audit Committee resolved on 21 September 2018 that the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

that notice be taken of the Risk Management Report for the fourth quarter of 2017/2018 and same be accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Risk Management Report for the fourth quarter of 2017/2018 and same be accepted.

**7.1.11 Annual Risk Assessment Report
(5/14/2)**

Item 7.2 of the Performance, Risk and Audit Committee meeting, held on 21 September 2018, refers.

The Annual Risk Assessment Report, dated June 2018, is attached as **annexure 7.1.11**.

The Performance, Risk and Audit Committee resolved on 21 September 2018 that the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

that notice be taken of the Annual Risk Assessment Report and same be accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Annual Risk Assessment Report and same be accepted.

**7.1.12 Internal Audit Overtime Report
(5/14/2)**

The following items refer:

- (a) Item 8.6 of the Performance, Risk and Audit Committee meeting, held on 2 March 2018.
- (b) Item 8.3 of the Performance, Risk and Audit Committee meeting, held on 21 September 2018.

The Internal Audit Overtime Report, dated January 2018, is attached as **annexure 7.1.12**.

The Performance, Risk and Audit Committee resolved on 2 March 2018 that the matter about the Internal Audit Overtime Report be held in abeyance until the next meeting.

The Performance, Risk and Audit Committee expressed appreciation that overtime expenditure is justified, mostly in emergency cases.

The Performance, Risk and Audit Committee resolved on 21 September 2018 that the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

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

RESOLVED

That the Executive Mayoral Committee recommends to Council:

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

The Executive Mayoral Committee expressed best wishes and a speedy recovery to Mr Andre Morkel of the Electricity Department who has been hospitalised recently.

7.1.13 Quarterly report of Mayor on implementation of budget and state of affairs of municipality / SDBIP: Section 52(d): Third quarter of 2017/2018 (1 January 2018 to 31 March 2018) (9/1/1 & 9/1/2/2)

Item 8.4 of the Performance, Risk and Audit Committee meeting, held on 21 September 2018, refers.

Note: The Quarterly Budget Statement Report for the third quarter of 2017/2018 (1 January 2018 to 31 March 2018) is not attached as it was already tabled to the Executive Mayoral Committee and Council on 28 and 29 May 2018.

The Performance, Risk and Audit Committee resolved on 21 September 2018 that the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

that notice be taken of the Quarterly Section 52(d) report of the Executive Mayor on the implementation of the budget and state of affairs of the municipality for the third quarter of 2017/2018 and same be accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

- (a) *that notice be taken that the Quarterly Budget Statement Report for the third quarter of 2017/2018 (1 January 2018 to 31 March 2018) was tabled to and accepted by Council on 29 May 2018.*
- (b) *that notice be taken that the Quarterly Budget Statement Report for the third quarter of 2017/2018 (1 January 2018 to 31 March 2018) was tabled to the Performance, Risk and Audit Committee.*

7.1.14 Quarterly Budget Statement [Section 52(d)] Report: Fourth quarter of 2017/2018 (1 April 2018 to 30 June 2018) (9/1/2/2)

The following items refer:

- (a) Item 9.1 of the council meeting, held on 25 July 2018.
- (b) Item 8.5 of the Performance, Risk and Audit Committee meeting, held on 21 September 2018.

The following memorandum, dated 23 July 2018, was received from the Director: Finance:

“1. Purpose

The purpose of this memorandum is to submit the Quarterly Budget Statement to Council for information.

2. Background

The required report in terms of Section 52(d) is attached as **annexure 7.1.14.**”

Council resolved on 25 July 2018:

- (a) that notice be taken of the tabling of the Quarterly Budget Statement Report in terms of Section 52(d) for the period 1 April 2018 to 30 June 2018.
- (b) that the report be referred to Council's Municipal Public Accounts Committee and Performance, Risk and Audit Committee for their recommendations to Council.

The Performance, Risk and Audit Committee resolved on 21 September 2018 that the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

that notice be taken of the Quarterly Budget Statement [Section 52(d)] report for the fourth quarter of 2017/2018 and same be accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Quarterly Budget Statement [Section 52(d)] report for the fourth quarter of 2017/2018 and same be accepted.

**7.1.15 Annual review of Internal Audit Charter: 1 July 2018 to 30 June 2019
(5/14/2)**

Item 8.6 of the Performance, Risk and Audit Committee meeting, held on 21 September 2018, refers.

The Internal Audit Charter with effect from 1 July 2018 to 30 June 2019, dated June 2018, is attached as **annexure 7.1.15**.

The Performance, Risk and Audit Committee resolved on 21 September 2018 that the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

that notice be taken of the annual review of the Internal Audit Charter for the period 1 July 2018 until 30 June 2019 and same be accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the annual review of the Internal Audit Charter for the period 1 July 2018 until 30 June 2019 and same be accepted.

**7.1.16 Annual review of Performance, Risk and Audit Committee Charter: 2018/2019
(5/14/3)**

Item 8.7 of the Performance, Risk and Audit Committee meeting, held on 21 September 2018, refers.

The Performance, Risk and Audit Committee Charter, dated July 2018, is attached as **annexure 7.1.16**.

The Performance, Risk and Audit Committee resolved on 21 September 2018 that the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

that notice be taken of the annual review of the Performance, Risk and Audit Committee Charter for 2018/2019 and same be accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the annual review of the Performance, Risk and Audit Committee Charter for 2018/2019 and same be accepted.

**7.1.17 Internal Audit Report: Year-end stock count: 2018
(5/14/2)**

Item 8.8 of the Performance, Risk and Audit Committee meeting, held on 21 September 2018, refers.

The Internal Audit Report on the Year-end stock count for 2018 is attached as **annexure 7.1.17**.

The Performance, Risk and Audit Committee resolved on 21 September 2018 that the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

that notice be taken of the Internal Audit Report in respect of the year-end stock count for 2018 and same be accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Internal Audit Report in respect of the year-end stock count for 2018 and same be accepted.

**7.1.18 PRAC Performance evaluations 2017/2018
(5/14/4)**

Item 8.9 of the Performance, Risk and Audit Committee meeting, held on 21 September 2018, refers.

In terms of the Performance Risk and Audit Committee (PRAC) Charter, PRAC should assess its performance and achievements against its charter on an annual basis. The findings of the self-assessment should be presented by the Chairperson to the Accounting Officer and municipal Council. It is also best practice for PRAC to assess the internal audit unit and to report the outcome to the Accounting Officer and Council.

The results of the performance evaluations of PRAC and Internal Audit are attached:

- (a) PRAC Self-Assessment: **Annexure 7.1.18(a)**.
- (b) PRAC Assessment of the Internal Audit Unit: **Annexure 7.1.18(b)**.

The Performance, Risk and Audit Committee resolved on 21 September 2018 that the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

that notice be taken of the PRAC Performance evaluations for 2017/2018 and same be accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the PRAC Performance evaluations for 2017/2018 and same be accepted.

**7.1.19 Internal Audit Report: Compliance with Division of Revenue Act, 2017 (DORA)
(5/14/2)**

Item 8.11 of the Performance, Risk and Audit Committee meeting, held on 21 September 2018, refers.

The Internal Audit Report on Compliance with the Division of Revenue Act, 2017 (DORA), dated June 2018, is attached as **annexure 7.1.19**.

The Performance, Risk and Audit Committee resolved on 21 September 2018 that the Performance, Risk and Audit Committee recommends to the Executive Mayoral Committee and Council:

that notice be taken of the Internal Audit Report in respect of the Compliance with Division of Revenue Act, 2017 (DORA) and same be accepted.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Internal Audit Report in respect of the Compliance with Division of Revenue Act, 2017 (DORA) and same be accepted.

**7.1.20 Quarterly Budget Statement [Section 52(d)] Report: First quarter of 2018/2019 (1 July 2018 to 30 September 2018)
(9/1/2/2)**

The following report, dated 23 October 2018, was received from the Director: Finance:

“1. Purpose

The purpose of this memorandum is to submit the Quarterly Budget Statement Report to Council for information.

2. Background

The required report in terms of Section 52(d) is attached as **annexure 7.1.20**.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

- (a) that notice be taken of the tabling of the Quarterly Budget Statement Report in terms of Section 52(d) for the period 1 July 2018 to 30 September 2018.*
- (b) that the report be referred to Council's Municipal Public Accounts Committee and Performance, Risk and Audit Committee Committees for their recommendations to Council.*

7.2 Direktoraat Tegnieise Dienste / Directorate Technical Services

**7.2.1 Notule van vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg:
20 April 2018
(15/04/P)**

Die volgende items verwys:

- (a) Item 7.3 van die vergadering van die Komitee vir Tegnieise Dienste, gehou op 23 Mei 2018.
- (b) Item 7.2.4 van die Uitvoerende Burgemeesterskomitee vergadering, gehou op 23 Julie 2018.
- (c) Item 8.2.5 van die Raadsvergadering, gehou op 25 Julie 2018.

Die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018, word aangeheg as **bylae 7.2.1**.

Die Komitee vir Tegnieise Dienste het op 23 Mei 2018 besluit:

Om by die Uitvoerende Burgemeesterskomitee en Raad aan te beveel:

dat die Raad kennis neem van die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018 en dat dit aanvaar word.

Die volgende aanbeveling is aan die Uitvoerende Burgemeesterskomitee voorgelê:

Dat die Uitvoerende Burgemeesterskomitee by die Raad aanbeveel:

dat die Raad kennis neem van die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018 en dat dit aanvaar word.

Die Uitvoerende Burgemeesterskomitee het op 23 Julie 2018 besluit dat die aangeleentheid rakende die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018, oorstaan tot die eerskomende vergadering.

Die Raad het op 25 Julie 2018 eenparig besluit dat kennis geneem word dat die aangeleentheid rakende die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018, oorgehou is deur die Uitvoerende Burgemeesterskomitee tot die eerskomende vergadering.

BESLUIT

dat die aangeleentheid rakende die notule van 'n vergadering van die Beplanningstribunaal van Munisipaliteit Witzenberg, gehou op 20 April 2018, oorstaan tot die volgende vergadering.

7.2.2 Notariële akte van serwituut en samewerkingsooreenkoms: Ceres Koekedouw Besproeiingsraad: Koekedouw Dam (16/2/1/1/1)

Die volgende dokumente word aangeheg:

- (a) Memorandum van Direkteur: Tegniese Dienste, gedateer 18 Junie 2018: **Bylae 7.2.2(a)**.
- (b) Notule van vergadering van Ceres Koekedouw Bestuurskomitee: **Bylae 7.2.2(b)**.
- (c) Begroting: CKB: **Bylae 7.2.2(c)**.
- (d) Waterindeling van Koekedouw Dam: **Bylae 7.2.2(d)**.
- (e) Koekedouw Dam bedryfsvlakke: **Bylae 7.2.2(e)**.

BESLUIT

Dat die Uitvoerende Burgemeesterskomitee by die Raad aanbeveel:

- (a) *Begroting 2018/2019*
 - (i) *Dat kennis geneem word dat die begroting van die Ceres Koekedouw Besproeiingsraad vir die 2018/2019 finansiële jaar R1 559 184-00 is.*
 - (ii) *Dat kennis geneem word dat die Raad se bydrae beloop 59 %, soos per ons pro rata-kwota 10 miljoen m³, vir die 2018/2019-begroting, met ander woorde R919 918-56.*
- (b) *Bedryfsverslag*

Dat kennis geneem word van die bedryfs- en ingenieursverslag.
- (c) *SWOP (Omruil van waterkwotas soos per die ooreenkoms gedateer Julie 1996)*
 - (i) *Die Raad stem nie saam met die voorstel soos gemaak deur die Besproeiingsraad in bylae (d) (Waterindeling van Koekedouw Dam soos vanaf 1 Mei 2018 – konsep voorstel) nie.*
 - (ii) *Dat bylae (e) (Bedryfsvlak-handleiding soos hersien op 1 Oktober 2017) sal dien as handleiding vir die verdeling van water tussen die Koekedouw Besproeiingsraad en Munisipaliteit Witzenberg.*
 - (iii) *Dat die Raad wanneer daar genoegsame water in die dam is, met ander woorde meer as twaalf maande se water in die dam is vir ons gebruik [soos per bylae (e)], gebaseer op ons kwota, ons dit aan die Koekedouw Besproeiingsraad verkoop met dien verstande dat die moment wanneer die damvlak sodanig is, dat ons kwota nie genoegsaam is vir twaalf maande se gebruik nie, die vergunning opgehef word.*

- (iv) *Dat die beginsel geld dat die Besproeiingsraad en Munisipaliteit Witzenberg hulle maandkwota kan oordra vir gebruik later in die betrokke seisoen.*
- (v) *Dat die Koekedouw Besproeiingsraad se wysiging van hulle maandelikse kwotas, in lyn met hulle besproeiingsbehoefte goedgekeur word as volg:*

Maand	Huidige kwota (m³) (7M)	Kwota (m³) (7M) (Voorstel)
<i>Oktober</i>	450 000	665 000
<i>November</i>	450 000	665 000
<i>Desember</i>	450 000	665 000
<i>Januarie</i>	450 000	665 000
<i>Februarie</i>	450 000	665 000
<i>Maart</i>	450 000	665 000
<i>April</i>	400 000	280 000
<i>Mei</i>	780 000	546 000
<i>Junie</i>	780 000	546 000
<i>Julie</i>	780 000	546 000
<i>Augustus</i>	780 000	546 000
<i>September</i>	780 000	546 000
Totaal	7 000 000	7 000 000

- (d) *Oordragwater*

Dat 'n dispuut verklaar word volgens die CKB-ooreenkoms gedateer Julie 1996, wat die geskil volgens die Arbitrasiewet sal beslis.

- (e) *Voorsitterskap en verteenwoordiging*

Dat die Raad kennis neem:

- (i) *Dat Raadsheer JJ Visagie as Voorsitter sal dien vir die volgende jaar.*
(ii) *Dat Munisipaliteit Witzenberg vir die volgende jaar die sekretariaat sal hanteer.*
(iii) *Dat die Watersuperintendent, Branwell Schippers, aan die Bestuurder: Water en Riolerings, Nathan Jacobs sal rapporteer.*

- (f) *Plaaslike Ingenieursaanstelling*

Dat die Raad kennis neem dat die Bestuurder: Water en Riolerings, Nathan Jacobs, 'n tender/kwotasiedokument sal optrek rakende die plaaslike ingenieur.

**7.2.3 Fee amnesty for Early Childhood Development (ECD) facilities
(15/4/P)**

A memorandum from the Manager: Town Planning and Building Control, dated 11 September 2018, is attached as **annexure 7.2.3**.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

- (a) *that an amnesty period of six (6) months be given to existing Early Childhood Development (ECD) facilities from paying the rezoning and building plan fees.*
- (b) *that the Provincial Directorate: Early Childhood Development and Partial Care be requested to assist with the identification of Early Childhood Development facilities that operate without the necessary permits.*

**7.2.4 Appèl teen tweede wooneenheid: Erf 2245, Albertsingel 26, Ceres
(15/4/R)**

Item 8.2.1 van die raadsvergadering, gehou op 25 Januarie 2016, verwys.

Die Raad het op 25 Januarie 2016 besluit dat die appèl van mnr. P Hardneck teen die Komitee vir Tegniese Dienste se goedkeuring van die aansoek om vergunning vir 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres, gehandhaaf word.

'n Memorandum vanaf die Direkteur: Tegniese Dienste, gedateer 17 September 2018, word aangeheg as **bylae 7.2.4**.

BESLUIT

dat die aangeleentheid rakende die appèl teen 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres oorstaan tot die eerskomende vergadering.

**7.2.5 Verteenwoordiging van Raad op Ceres Koekedouw Besproeiingsraad
(16/2/1/1/1)**

'n Memorandum vanaf die Voorsitter van die Komitee vir Tegniese Dienste, gedateer 27 September 2018, word aangeheg as **bylae 7.2.5**.

BESLUIT

Dat die Uitvoerende Burgemeesterskomitee by die Raad aanbeveel:

dat raadsheer H Smit en raadslid T Godden aangewys word as die secundi vir die verteenwoordiging van die Raad op die Ceres Koekedouw Besproeiingsraad.

**7.2.6 Rehabilitations and improvements of the Van Breda Bridge over the Dwars River R46, Ceres Road, Ceres
(16/04/4/6)**

Item 7.1 of the meeting of the Committee for Technical Services, held on 19 September 2018, refers.

A memorandum from the Manager: Streets and Storm Water, dated 3 August 2018, is attached as **annexure 7.2.6**.

The Manager: Streets and Storm Water reported on the latest development pertaining to the rehabilitation and improvement of the Van Breda Bridge over the Dwars River R46, Ceres Road, Ceres.

The Committee for Technical Services resolved on 19 September 2018 to recommend to the Executive Mayoral Committee and Council:

that notice be taken of the rehabilitations and improvements of the Van Breda Bridge over the Dwars River R46, Ceres Road, Ceres.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the rehabilitations and improvements of the Van Breda Bridge over the Dwars River R46, Ceres Road, Ceres.

**7.2.7 Electricity: Approval of Energy Plan (Small Scale Embedded Generation – SSEG)
(16/3/P)**

Item 7.2 of the meeting of the Committee for Technical Services, held on 19 September 2018, refers.

The following documents are attached:

- (a) Memorandum from Senior Manager: Electro-Technical Services, dated 19 June 2018: **Annexure 7.2.7(a)**.
- (b) Requirements for Small Scale Embedded Generation: **Annexure 7.2.7(b)**.
- (c) Contract for Small Scale Embedded Generation: **Annexure 7.2.7(c)**.
- (d) Application for connection of Solar PV Embedded Generation: **Annexure 7.2.7(d)**.
- (e) Small Scale Embedded Generation commissioning report: **Annexure 7.2.7(e)**.
- (f) Small Scale Embedded Generation decommissioning report: **Annexure 7.2.7(f)**.

The Manager: Electro-Technical Services reported pertaining to the importance of the approval of an Energy Plan (Small Scale Embedded Generation – SSEG).

The Committee for Technical Services resolved on 19 September 2018 that the Committee for Technical Services recommends to the Executive Mayoral Committee and Council:

- (a) that Council takes note of the co-authored inputs and documentation of the Association of Municipal Electrical Undertakings, Western Cape Provincial Government, Cape Town and Green Cape as the nationally accepted standardised policy related to the implementation of Renewable Energy (Small Scale Embedded Generation) within municipalities.
- (b) that Council adopts the NRS 097-2-1 (2010) and NRS 097-2-3 (2014) Grid Interconnection of Embedded Generation, Section 1 – Utility Interface, Section 2 – Simplified utility connection criteria for low-voltage connected generators as the basis of its Energy Plan and Small Scale Embedded Generation Policy.
- (c) that the supporting documents, including the undermentioned, are accepted as official documentation related to the application processes related to any consumer intending to install Renewable Energy:
 - (i) Requirements for Embedded Generation
 - (ii) Contract for Embedded Generation
 - (iii) Application Form
 - (iv) Commissioning Form
 - (v) Decommissioning Form
- (d) that any amendments to the relevant NRS standards automatically be included in the Councils Energy Policy.
- (e) that any amendment to the Electrical Bylaws as well as the implementation of a REFIT (Renewable Energy Feed-In Tariff) tariff will automatically form part of the Council's Energy Policy as and when approved by Council.
- (f) that Council as a matter of priority determines a suitable REFIT (Renewable Energy Feed-In Tariff) tariff as part of their proposed Tariff Study.
- (g) that Council reserves the right to refuse or limit the installation of Small Scale Embedded Generation plants if it is determined that they are having an onerous effect on the Quality of Supply of the Electrical Network of the municipality.
- (h) that once the total sum of approved Renewable Energy applications reaches 15 % of the municipality's ESKOM approved notified maximum demand for each town, no further applications will be considered without the approval of Council.
- (i) that any Large Power Users applying for permission to install Small Scale Embedded Generation plants must supply proof of their facility having an average power factor of 0,85 or better before any application will be considered.
- (j) that all existing Small Scale Embedded Generation installations commissioned prior to the approval of this Energy Policy will be required to comply with the policy as amended from time to time, whilst the municipality reserves the right to install suitable bi-directional four quadrant meters to monitor that connection.

- (k) that any meters currently installed and allowed in writing by the municipality to run in reverse, will be expected to comply with these requirements once the REFIT tariff is implemented.
- (l) that for future applicants successfully requesting permission to install Small Scale Embedded Generation plants, the costs of installing the required bi-directional four quadrant meters are for the applicants' costs.
- (m) that conventional or pre-payment meters are not allowed to run backwards.
- (n) that the matter pertaining to the Electricity: Approval of Energy Plan (Small Scale Embedded Generation – SSEG) be workshopped by Council.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that Council takes note of the co-authored inputs and documentation of the Association of Municipal Electrical Undertakings, Western Cape Provincial Government, Cape Town and Green Cape as the nationally accepted standardised policy related to the implementation of Renewable Energy (Small Scale Embedded Generation) within municipalities.
- (b) that Council adopts the NRS 097-2-1 (2010) and NRS 097-2-3 (2014) Grid Interconnection of Embedded Generation, Section 1 – Utility Interface, Section 2 – Simplified utility connection criteria for low-voltage connected generators as the basis of its Energy Plan and Small Scale Embedded Generation Policy.
- (c) that the supporting documents, including the undermentioned, are accepted as official documentation related to the application processes related to any consumer intending to install Renewable Energy:
 - (i) Requirements for Embedded Generation
 - (ii) Contract for Embedded Generation
 - (iii) Application Form
 - (iv) Commissioning Form
 - (v) Decommissioning Form
- (d) that any amendments to the relevant NRS standards automatically be included in the Council's Energy Policy.
- (e) that any amendment to the Electrical Bylaws as well as the implementation of a REFIT (Renewable Energy Feed-In Tariff) tariff will automatically form part of the Council's Energy Policy as and when approved by Council.
- (f) that Council as a matter of priority determines a suitable REFIT (Renewable Energy Feed-In Tariff) tariff as part of their proposed Tariff Study.
- (g) that Council reserves the right to refuse or limit the installation of Small Scale Embedded Generation plants if it is determined that they are having an onerous effect on the Quality of Supply of the Electrical Network of the municipality.

- (h) that once the total sum of approved Renewable Energy applications reaches 15 % of the municipality's ESKOM approved notified maximum demand for each town, no further applications will be considered without the approval of Council.
- (i) that any Large Power Users applying for permission to install Small Scale Embedded Generation plants must supply proof of their facility having an average power factor of 0,85 or better before any application will be considered.
- (j) that all existing Small Scale Embedded Generation installations commissioned prior to the approval of this Energy Policy will be required to comply with the policy as amended from time to time, whilst the municipality reserves the right to install suitable bi-directional four quadrant meters to monitor that connection.
- (k) that any meters currently installed and allowed in writing by the municipality to run in reverse, will be expected to comply with these requirements once the REFIT tariff is implemented.
- (l) that for future applicants successfully requesting permission to install Small Scale Embedded Generation plants, the costs of installing the required bi-directional four quadrant meters are for the applicants' costs.
- (m) that conventional or pre-payment meters are not allowed to run backwards.
- (n) that the matter pertaining to the Electricity: Approval of Energy Plan (Small Scale Embedded Generation – SSEG) be workshoped by Council.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

- (a) *that Council takes notice of the co-authored inputs and documentation of the Association of Municipal Electrical Undertakings, Western Cape Provincial Government, Cape Town and Green Cape as the nationally accepted standardised policy related to the implementation of Renewable Energy (Small Scale Embedded Generation) within municipalities.*
- (b) *that Council adopts the NRS 097-2-1 (2010) and NRS 097-2-3 (2014) Grid Interconnection of Embedded Generation, Section 1 – Utility Interface, Section 2 – Simplified utility connection criteria for low-voltage connected generators as the basis of its Energy Plan and Small Scale Embedded Generation Policy.*
- (c) *that the supporting documents, including the undermentioned, are accepted as official documentation related to the application processes related to any consumer intending to install Renewable Energy:*
 - (i) *Requirements for Embedded Generation*
 - (ii) *Contract for Embedded Generation*
 - (iii) *Application Form*
 - (iv) *Commissioning Form*
 - (v) *Decommissioning Form*
- (d) *that any amendments to the relevant NRS standards automatically be included in the Council's Energy Policy.*

- (e) *that any amendment to the Electrical Bylaws as well as the implementation of a REFIT (Renewable Energy Feed-in Tariff) will automatically form part of Council's Energy Policy as and when approved by Council.*
- (f) *that the Administration will table a report to Council on a suitable REFIT (Renewable Energy Feed-in Tariff) for further discussion.*
- (g) *that Council reserves the right to refuse or limit the installation of Small Scale Embedded Generation plants if it is determined that they are having an onerous effect on the Quality of Supply of the Electrical Network of the municipality.*
- (h) *that once the total sum of approved Renewable Energy applications reaches 15 % of the municipality's ESKOM approved notified maximum demand for each town, no further applications will be considered without the approval of Council.*
- (i) *that any Large Power Users applying for permission to install Small Scale Embedded Generation plants must supply proof of their facility having an average power factor of 0,85 or better before any application will be considered.*
- (j) *that all existing Small Scale Embedded Generation installations commissioned prior to the approval of this Energy Policy will be required to comply with the policy as amended from time to time, whilst the municipality reserves the right to install suitable bi-directional four quadrant meters to monitor that connection.*
- (k) *that any meters currently installed and allowed in writing by the municipality to run in reverse, will be expected to comply with these requirements once the REFIT tariff is implemented.*
- (l) *that for future applicants successfully requesting permission to install Small Scale Embedded Generation plants, the costs of installing the required bi-directional four quadrant meters are for the applicants' costs.*
- (m) *that conventional or pre-payment meters are not allowed to run backwards.*
- (n) *that the matter pertaining to the Electricity: Approval of Energy Plan (Small Scale Embedded Generation – SSEG) be workshopped by Council.*

7.2.8 Essential Services: Witzenberg Electrical Master Plan (16/3/1)

Item 7.3 of the meeting of the Committee for Technical Services, held on 19 September 2018, refers.

The following documents are attached:

- (a) Memorandum from the Senior Manager: Electro-Technical Services, dated 27 June 2018: **Annexure 7.2.8(a).**
- (b) Master Planning and Status Report on 11 kV structure in Ceres: Period 2018 – 2028: Document 1: **Annexure 7.2.8(b).**

- (c) Master Planning and Status Report on 11 kV structure in Tulbagh: Period 2018 – 2028: Document 2: **Annexure 7.2.8(c)**.
- (d) Master Planning and Status Report on 11 kV structure in Wolseley: Period 2018 – 2028: Document 3: **Annexure 7.2.8(d)**.

The Committee for Technical Services resolved on 19 September 2018 that the Committee for Technical Services recommends to the Executive Mayoral Committee and Council:

- (a) that Council approves the “Master Planning and Status Report on the 11 kV infrastructure in Ceres, Tulbagh and Wolseley: Period 2018 - 2028” as developed by Neil Lyners and Associates in conjunction with the personnel of the Electrical Department.
- (b) that Council adopts the Electrical Master Plan as the primary source document for budgeting and forward planning.
- (c) that the matter pertaining to Essential Services: Witzenberg Electrical Master Plan be workshopped with Council.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that Council approves the “Master Planning and Status Report on the 11 kV infrastructure in Ceres, Tulbagh and Wolseley: Period 2018 - 2028” as developed by Neil Lyners and Associates in conjunction with the personnel of the Electrical Department.
- (b) that Council adopts the Electrical Master Plan as the primary source document for budgeting and forward planning.
- (c) that the matter pertaining to Essential Services: Witzenberg Electrical Master Plan be workshopped with Council.

RESOLVED

that the matter in respect of the Witzenberg Electrical Master Plan be held in abeyance until the next meeting.

7.2.9 Appeal: Portion 7 of farm Zagte Valley no. 224, Tulbagh: Schalkenbosch Winery: Application for consent use for purpose of wedding and function venue (15/4/2/281)

A memorandum from the Director: Technical Services, dated 15 October 2018, is attached as **annexure 7.2.9**.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that the appeal of Mr M Jack against the decision of the Witzenberg Planning Tribunal to approve the application for consent use on Portion 7 of the farm Zagte Valley no. 224, Tulbagh be dismissed and the decision of the tribunal be maintained.

**7.2.10 Appeal: Erf 321, Bergsig Street, Op-die-Berg: Consent use application for purpose of a bottle store (off-consumption)
(15/4/1/5/10)**

A memorandum from the Director: Technical Services, dated 15 October 2018, is attached as **annexure 7.2.10**.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that the appeals of the Belmont Spar Committee and Mr Mars against the decision of the Witzenberg Planning Tribunal to approve the application for consent use on erf 321, Bergsig Street, Op-die-Berg be allowed and the application be refused.

7.3 Direktoraat Gemeenskapsdienste / Directorate Community Services

7.3.1 Report on site meetings and public participation process: Parks innovation programme (17/9/2)

The following items refer:

- (a) Item 7.3.2 of the Executive Mayoral Committee meeting, held on 23 July 2018.
- (b) Item 8.3.2 of the Council meeting, held on 25 July 2018.

A report from the Manager: Amenities and Environment, dated 4 April 2018, is attached as **annexure 7.3.1**.

The Executive Mayoral Committee resolved on 23 July 2018 that the matter in respect of the parks innovation programme be held in abeyance until the next meeting.

Council resolved on 25 July 2018 that notice be taken that the matter in respect of the parks innovation programme was held in abeyance by the Executive Mayoral Committee.

RESOLVED

that the matter in respect of the report on site meetings and a public participation process for the parks innovation programme be held in abeyance until the next meeting.

7.3.2 Lease agreement: Vrolike Vinkies (7/1/4/1)

The following items refer:

- (a) Item 7.2 of the meeting of the Committee for Community Development, held on 19 April 2018.
- (b) Item 7.3.3 of the Executive Mayoral Committee meeting, held on 23 July 2018.
- (c) Item 8.3.3 of the Council meeting, held on 25 July 2018.

A memorandum from the Director: Community Services, dated 6 April 2018, is attached as **annexure 7.3.2**.

The Committee for Community Development resolved on 19 April 2018 to recommend to the Executive Mayoral Committee and Council:

that Council considers the request for the renewal of the lease agreement and the erection of Nutech building in relation to the future plans of The Island Resort.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that Council considers the request for the renewal of the lease agreement and the erection of Nutech building in relation to the future plans of The Island Resort.

The Executive Mayoral Committee resolved on 23 July 2018 that the matter in respect of the lease agreement of Vrolike Vinkies be held in abeyance until the next meeting.

Council resolved on 25 July 2018 that notice be taken that the matter in respect of the lease agreement of Vrolike Vinkies was held in abeyance by the Executive Mayoral Committee.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that Council considers the request for the renewal of the lease agreement and the erection of Nutech building in relation to the future plans of The Island Resort.

RESOLVED

that the matter in respect of the Vrolike Vinkies lease agreement be held in abeyance until the next meeting.

7.3.3 Housing project: Vredebes, Ceres (17/4/11/2/4)

Item 6.1 of the meeting of the Committee for Housing Matters, held on 6 September 2018, refers.

During the discussion of the monthly reports of the Section Housing for June, July and August 2018 the meeting was informed by the Manager: Housing that ASLA will start with the 154 single dwellings as per approved lay-out plan for Phase One. Council still needs to make a final decision in respect of the rest of the structures.

The Committee for Housing Matters resolved on 6 September 2018 to recommend to the Executive Mayoral Committee and Council that ASLA waits on the decision of Council regarding the construction of houses and that the Integrated List first needs to be approved by the Committee for Housing Matters.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

- (i) that Messrs ASLA is awaiting the decision of Council regarding the construction of houses.*
- (ii) that the Integrated List first needs to be approved by the Committee for Housing Matters.*

**7.3.4 Housing: Vacant land investigation: Bella Vista, Ceres
(17/4/R)**

A memorandum from the Manager: Housing, dated 18 September 2018, is attached as **annexure 7.3.4**.

RESOLVED

that the matter in respect of the vacant land investigation at Bella Vista, Ceres be held in abeyance until the next meeting.

**7.3.5 Housing: Witzenberg Municipal Housing Pipeline for 2018/2019
(05/06/1)**

Item 9.1.4 of the meeting of the Committee for Housing Matters, held on 6 September 2018, refers.

A memorandum from the Manager: Housing, dated 6 August 2018, is attached as **annexure 7.3.5**.

The Committee for Housing Matters resolved on 6 September 2018 to recommend to the Executive Mayoral Committee and Council:

that the Witzenberg Municipal Housing Pipeline for 2018/2019 be endorsed by Council.

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

that the Witzenberg Municipal Housing Pipeline for 2018/2019 be endorsed by Council.

RESOLVED

that the matter regarding the Witzenberg Municipal Housing Pipeline for 2018/2019 be held in abeyance until the next meeting.

7.4 Direktoraat Korporatiewe Dienste / Directorate Corporate Services

**7.4.1 Appointment of shortlisting / selection panel for vacant position of Director: Community Services
(4/3/2/1)**

The following items refer:

- (a) Item 7.4.2 of the Executive Mayoral Committee meeting, held on 23 July 2018.
- (b) Item 8.4.5 of the Council meeting, held on 25 July 2018.

The following memorandum, dated 18 July 2018, was received from the Municipal Manager:

“1. Purpose

To recommend to Council the names of the members of the shortlisting committee for the vacant Section 56 position of Director: Community Services.

2. Background

Council resolved on 29 June 2018 to advertise the vacant position of Director: Community Services. The advertisement will appear in the Sunday Times and Die Burger on 28 and 29 July 2018 respectively. The closing date for applications is 13 August 2018.

In terms of the regulations on appointment and conditions of employment for senior managers Council must appoint a selection panel to make recommendations for the appointment of candidates to vacant senior manager posts. The selection panel for the appointment of the manager directly accountable to a Municipal Manager must consist of at least three (3) and not more than five (5) members, constituted as follows:

- (a) The Municipal Manager, who will be the chairperson;
- (b) A member of the Mayoral Committee or councillor who is the portfolio head of the relevant portfolio and
- (c) At least one other person who is not a councillor or a staff member of the municipality and who has expertise or experience in the area of the advertised post.

The shortlisting must be finalised within 30 days of the closing date of the advertisement. The selection panel must conduct interviews within 21 days of screening the candidates. The selection panel for a specific post must remain the same throughout the screening and interviewing process.

3. Legal implication

The Local Government regulations on appointment and conditions of employment of senior managers as published on 17 January 2014 under Government Gazette Notice Number 37245 are applicable.

4. Financial implication

Council will be responsible for the subsistence and travelling allowance of the outside member of the panel."

The Executive Mayoral Committee resolved on 23 July 2018 that the matter in respect of the appointment of a shortlisting/selection panel for the vacant position of Director: Community Services be held in abeyance until the next meeting.

Council unanimously resolved on 25 July 2018 that notice be taken that the matter in respect of the appointment of a shortlisting/selection panel for the vacant position of Director: Community Services was held in abeyance by the Executive Mayoral Committee.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that the panel for the shortlisting/selection for the vacant position of Director: Community Services consists of:

- (a) Councillor EM Sidego
- (b) Executive Mayor Paul Swart
- (c) Executive Mayor Marius Koen
- (d) Municipal Manager, Mr David Nasson

7.4.2 Transfer of erf 912, Wolseley to Rachel Daniëls (7/1/4/2)

Item 7.3 of the meeting of the Committee for Corporate and Financial Services, held on 20 September 2018, refers.

A memorandum from the Legal Advisor, dated 9 July 2018, is attached as **annexure 7.4.2**.

The Committee for Corporate and Financial Services resolved on 20 September 2018 to recommend to the Executive Mayoral Committee and Council:

- (a) that approval be granted for a new contract in respect of the transfer of erf 912, Wolseley to Rachel Daniëls.
- (b) that Rachel Daniëls replaces the name of Kerneels Daniëls in the contract supra (a).
- (c) that notice be taken that the erf was sold to Kerneels Daniëls and the house built, but for one or other reason the transfer of erf 912, Wolseley was not done.
- (d) that the transaction was done in the time of the former Wolseley Municipality.
- (e) that notice be taken that Section 14 of the Municipal Finance Management Act is not applicable on the transfer.
- (f) that Council approves to be reasonable in respect of the transfer cost of erf 912, Wolseley.

- (g) that the Municipal Manager be authorised to finalise the contract on behalf of Council.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

- (a) *that approval be granted for a new contract in respect of the transfer of erf 912, Wolseley to Rachel Daniëls.*
- (b) *that Rachel Daniëls replaces the name of Kerneels Daniëls in the contract supra (a).*
- (c) *that notice be taken that the erf was sold to Kerneels Daniëls and the house built, but for some reason the transfer of erf 912, Wolseley was not done.*
- (d) *that the transaction was done in the time of the former Wolseley Municipality.*
- (e) *that notice be taken that Section 14 of the Municipal Finance Management Act is not applicable on the transfer.*
- (f) *that Council approves to be reasonable in respect of the transfer cost of erf 912, Wolseley.*
- (g) *that the Municipal Manager be authorised to finalise the contract on behalf of Council.*

**7.4.3 Council representation on clinic committees
(3/R)**

A letter from the Department of Health: Cape Winelands District Office, dated 9 October 2018, is attached as **annexure 7.4.3**.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that Council's representation on the clinic committees are the relevant ward councillors, i.e. :

- (a) *Ward 1: Councillor N Phatsoane*
- (b) *Ward 2: Councillor C Lottering*
- (c) *Ward 3: Councillor D Swart*
- (d) *Ward 4: Alderman JJ Visagie*
- (e) *Ward 6: Councillor K Adams*
- (f) *Ward 7: Councillor P Daniels*
- (g) *Ward 8: Councillor H Visagie*
- (h) *Ward 9: Vacant*
- (i) *Ward 10: Councillor T Mgoboza*
- (j) *Ward 11: Councillor EM Sidego*
- (k) *Ward 12: Councillor M Mdala*

**7.4.4 Council's immovable property: Old Prince Alfred's Hamlet Clinic
(7/1/4/1)**

The following memorandum, dated 23 October 2018, was received from the Municipal Manager:

"Purpose

To inform the Executive Mayoral Committee and Council that the Department of Health: Western Cape Government has returned and handed over Prince Alfred Hamlet's Clinic to the municipality and to consider future usage thereof.

Deliberation

The Department of Health: Western Cape has been the Lessee of Council's property situated at registered erf number 769, Prince Alfred's Hamlet which must be subdivided to erf 870, Prince Alfred's Hamlet. A copy of an aerial photo of the erven is attached as **annexure 7.4.4(a)**. The Department has reallocated to their new building also in Prince Alfred's Hamlet and has vacated the premises at the end of September 2018. The keys of the building were returned to the municipality on the 7th of September 2018. The premises and building are unoccupied and Council is at risk of illegal occupation thereof. The Administration has received a request from Prince Alfred's Hamlet Khoi-San Organisation and the Cape Winelands Education District on behalf of APD (Association for People with Disabilities) to be accommodated on the premises. See **annexure 7.4.4(b)**. The Ward Committees of both Wards 4 and 10 do not have any meeting place, which must also be considered.

Legal implication

The Supply Chain Policy of Council is applicable.

Financial implication

Council is responsible as from 1 October 2018 for all services."

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that Alderman JJ Visagie and Councillor TP Mgoboza take up office at the old Prince Alfred's Hamlet Clinic.

**7.4.5 Council's immovable property: Acquisition of Bella Vista Clinic and adjacent site by Department of Health: Western Cape Government
(7/1/4/1)**

The following memorandum, dated 23 October 2018, was received from the Municipal Manager:

"Purpose

To consider the request of the Department Health: Western Cape for the acquisition of Bella Vista Clinic and adjacent site.

Deliberation

The Bella Vista Clinic is hosted on erf 3604, Ceres. A copy of the aerial photo is attached as **annexure 7.4.5(a)**. The Department of Health initially requested approval to move the mobile buildings of Prince Alfred Hamlet's Clinic to the Bella Vista premises. The Department was, however, advised that the mobile buildings might be irreparably damaged during their transport and that same is not a viable option. The Department then approached the municipality to acquire the Bella Vista Clinic as well as a portion of the adjacent land. If Council decides not to sell the building option A could be offered to the Department for the construction of a new clinic. The Department in any event intends to expand the Bella Vista Clinic hence the request for additional land.

Legal implication

In terms of Section 14 of the Municipal Finance Management Act, a municipality may not transfer ownership as a result of a sale or other transaction or otherwise permanently dispose of a capital asset needed to provide the minimum level of basic municipal services. Any transfer of ownership of a capital asset must be fair, equitable, transparent and consistent of the Supply Chain Management Policy which the municipality must have and maintain in terms of Section 111 of the Act.

The Section does not apply to the transfer of capital assets to another municipality or to a Municipal Entity, or to a National or Provincial Organ of State in circumstances and in respect of categories of assets approved by the National Treasury. The Municipal Transfer Regulations further prescribes that in the event of Council deciding to sell or alienate a capital asset after due consideration was given to Section 14 such transfer for disposal may only happen after a public participation process in terms thereof has been followed.

Financial implication

Erf 3604 is valued at R820 000 and the building at R4 590 000. See the municipal evaluation attached as **annexure 7.4.5(b)**. If Council decides to sell the clinic and land it can be sold at municipal valuation. Option A must first be subdivided to determine the market related price."

RESOLVED

That the Executive Mayoral Committee recommends to Council:

- (a) *that the vacant land adjacent to erf 3604, Ceres as per Option A (2 300 m²) on the attached aerial photo not be sold to the Department of Health: Western Cape as same is earmarked for a youth centre.*
- (b) *that available vacant land in the vicinity of erf 3604, Bella Vista, Ceres be offered to the Department of Health: Western Cape as an alternative.*

**7.4.6 Transfer of erf 7607, Nduli, Ceres: lingcinga Zethu School
(7/1/14)**

The following memorandum, dated 23 October 2018, was received from the Municipal Manager:

“Purpose

To consider approving the transfer of erf 7607 Nduli, Ceres (more commonly known as lingcinga Zethu School) to the Department of Education / Public Works.

Deliberation

The Department of Public Works has been paying the rates on the property for a number of years until 2010 when it was discovered that the mentioned school is registered in the name of the municipality. A copy of a Deed printout of the property reflecting the ownership of the property is attached as **annexure 7.4.6(a)**. The municipal evaluation of the land and buildings amounts to R8 887 000. A copy thereof is attached as **annexure 7.4.6(b)**. The school was built during the days of the Nduli Municipality and it was never transferred to the Education Department. The Department of Public Works indicated that they are willing to pay the arrear rates on the property which amounts to R931 210.46. The Department has requested that the arrears be considered as the selling price for the school.

Legal implication

In terms of Section 14 of the Municipal Finance Management Act, a municipality may not transfer ownership as a result of a sale or other transaction or otherwise permanently dispose of a capital asset needed to provide the minimum level of basic municipal services. Any transfer of ownership of a capital asset must be fair, equitable, transparent and consistent of the Supply Chain Management Policy which the municipality must have and maintain in terms of Section 111 of the Act.

The Section does not apply to the transfer of capital assets to another municipality or to a Municipal Entity, or to a National or Provincial Organ of State in circumstances and in respect of categories of assets approved by the National Treasury. The Municipal Transfer Regulations further prescribes that in the event of Council deciding to sell or alienate a capital asset after due consideration was given to Section 14 such transfer for disposal may only happen after a public participation process in terms thereof has been followed.

Financial implication

The property has always been regarded as property of the Department of Education. If the property is transferred the Department will be liable and responsible to pay for the rates. There will be no other financial implication.”

RESOLVED

That the Executive Mayoral Committee recommends to Council:

- (a) *that in terms of Section 14 of the Municipal Finance Management Act (Act 56 of 2000) erf 7607, Nduli, Ceres is not needed for basic municipal services.*
- (b) *that erf 7607, Nduli, Ceres be sold to the Department of Public Works at the price of R1 million.*

8. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA

None

NOTED

9. FORMAL AND STATUTORY MATTERS

10. EXECUTIVE MAYORAL COMMITTEE-IN-COMMITTEE

MINUTES OF THE MEETING OF THE SPECIAL COMMITTEE FOR HOUSING MATTERS OF WITZENBERG MUNICIPALITY, HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, VOORTREKKER STREET, CERES ON THURSDAY, 1 NOVEMBER 2018 AT 10h00

NOTULE VAN DIE VERGADERING VAN DIE SPESIALE KOMITEE VIR BEHUISINGSAANGELEENTHEDE VAN DIE MUNISIPALITEIT WITZENBERG, GEHOU OP DONDERDAG, 1 NOVEMBER 2018 OM 10:00 IN DIE RAADSAAL, MUNISIPALE KANTORE, VOORTREKKERSTRAAT 50, CERES

PRESENT / TEENWOORDIG

Committee Members / Komiteelede

Councillor / Raadslid E Sidego (Chairperson / Voorsitter)

Councillor / Raadslid Z Mzauziwa

Officials / Amptenare

Mr / Mnr G Louw (Head: Internal Audit / Hoof: Interne Oudit)

Ms / Me C Mackenzie (Manager: Housing / Bestuurder: Behuising)

Mr / Mnr T Plaatjies (Senior Housing Officer / Senior Behuisingsbeampte)

Mr / Mnr C Titus (Committee Clerk / Komiteeklerk)

Ms W Roode (Word Processing Operator / Woord Verwerkingsoperateur)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

The Chairperson welcomed everyone present and requested the Manager: Housing to open the meeting with prayer.

Die Voorsitter heet almal teenwoordig welkom waarna sy die Bestuurder: Behuising versoek om die vergadering met gebed te open.

NOTED / AANGETEKEN

2. CONSIDERATION OF APPLICATION FOR LEAVE OF ABSENCE, IF ANY / OORWEGING VAN AANSOEKE OM VERLOF TOT AFWESIGHEID, INDIEN ENIGE (3/1/2/1)

An application for leave of absence from the meeting was received from Alderlady J. Phungula.

Apologies for leave of absence from the meeting was received from the Municipal Manager and Manager: Administration.

RESOLVED

- (a) *that the application for leave of absence from the meeting received from Alderlady J. Phungula be approved and accepted.*
- (b) *that notice be taken of the apologies for absence from the meeting received from the Municipal Manager and Manager: Administration and same be accepted.*

Minutes: Special Committee for Housing Matters
Notule: Spesiale Komitee vir Behuisingsaangeleenthede
1 November 2018

BESLUIT

- (a) *dat die aansoek vir verlof tot afwesigheid van die vergadering ontvang van Raadsdame J. Phungula, goedgekeur en aanvaar word.*
- (b) *dat kennis geneem word van die verskonings vir afwesigheid van die vergadering van die Munisipale Bestuurder en Bestuurder: Administrasie.*

3. COMMITTEE FOR HOUSING MATTERS-IN-COMMITTEE / KOMITEE VIR BEHUISINGSAANGELEENTHEDE-IN-KOMITEE

MINUTES OF THE MEETING OF THE COMMITTEE FOR HOUSING MATTERS OF WITZENBERG MUNICIPALITY, HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, VOORTREKKER STREET, CERES ON THURSDAY, 8 NOVEMBER 2018 AT 10h00

NOTULE VAN DIE VERGADERING VAN DIE KOMITEE VIR BEHUISINGSAANGELEENTHEDE VAN DIE MUNISIPALITEIT WITZENBERG, GEHOU OP DONDERDAG, 8 NOVEMBER 2018 OM 10:00 IN DIE RAADSAAL, MUNISIPALE KANTORE, VOORTREKKERSTRAAT 50, CERES

PRESENT / TEENWOORDIG

Committee Members / Komiteelede

Councillor / Raadslid E Sidego (Chairperson / Voorsitter)
Councillor / Raadslid Z Mzauziwa
Alderslady / Raadsdame J Phungula

Not Committee Members / Nie Komiteelede

Councillor / Raadslid N Phatsoane
Councillor / Raadslid P Heradien

Officials / Amptenare

Mr / Mnr (G Louw (Head: Internal Audit / Hoof: Interne Oudit)
Ms / Me C Mackenzie (Manager: Housing / Bestuurder: Behuising)
Mr / Mnr C Titus (Committee Clerk / Komiteeklerk)
Ms W Roode (Word Processing Operator / Woord Verwerkingsoperateur)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

The Chairperson welcomed everyone present and requested the Manager: Housing to open the meeting with prayer.

Die Voorsitter heet almal teenwoordig welkom waarna sy die Bestuurder: Behuising versoek om die vergadering met gebed te open.

NOTED / AANGETEKEN

2. CONSIDERATION OF APPLICATION FOR LEAVE OF ABSENCE, IF ANY / OORWEGING VAN AANSOEKE OM VERLOF TOT AFWESIGHEID, INDIEN ENIGE (3/1/2/1)

Apologies for absence from the meeting were received from the Municipal Manager, Manager: Administration and Senior Housing Officer.

Verskonings vir afwesigheid van die vergadering was ontvang vanaf die Munisipale Bestuurder, Bestuurder: Administrasie en Senior Behuisingsbeampte.

Minutes: Committee for Housing Matters
Notule: Komitee vir Behuisingsaangeleenthede
8 November 2018

RESOLVED

that notice be taken of the apologies for absence from the meeting received from the Municipal Manager, Manager: Administration and the Senior Housing Officer and same be accepted.

BESLUIT

dat kennis geneem word van die verskoning vir afwesigheid van die vergadering ontvang vanaf die Munisipale Bestuurder, Bestuurder: Administrasie en die Senior Behuisingsbeampte en dat dit aanvaar word.

3. NOTULES

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

The minutes of the meeting of the Committee for Housing Matters, held on 11 October 2018, are attached as **annexure 3.1**.

Die notule van die vergadering van die Komitee vir Behuisingsaangeleenthede, gehou op 11 Oktober 2018, word ingebind as **bylae 3.1**.

RESOLVED

that the minutes of the meeting of the Committee for Housing Matters, held on, 11 October 2018, be approved and signed by the Chairperson.

BESLUIT

dat die notule van die vergadering van die Komitee vir Behuisingsaangeleenthede, gehou op 11 Oktober 2018, goedgekeur en deur die Voorsitter onderteken word.

**3.2 Outstanding matters
(3/3/2)**

Number / Nommer	File Reference nr. / Leër Verwysing Nommer	Item nr. and date of meeting / Item no. en datum van vergadering	Title of item / Onderwerp van item	Resolution / Besluit	Responsibility / Verantwoord	Target date / Teiken datum
1.	17/04/1/1/1 & 17/04/P	5.1 of 6 September 2018	Presentation: Department of Human Settle- ment pertaining Informal Settlement Upgrading and Appointment of Service Provider to Municipalities	(a) <i>that notice be taken of the presentation in respect of the None- Governmental Organisation (NGO) Introduction Session to Witzenberg Municipality.</i> (b) <i>that a</i>	Manager: Housing	Special Committee meeting

Minutes: Committee for Housing Matters
Notule: Komitee vir Behuisingsaangeleenthede
8 November 2018

		3.2 of 11 October 2018		<i>Special Committee meeting for Housing Matters be held with the None Governmental Organisation, Development Action Group to discuss the scope of work for submission to the Department Housing Settlement.</i> <i>that notice be taken of the outstanding matter.</i>		
2.	09/1/2/2	6.2 of 11 October 2018	Risk Management: Fourth quarter 2017 / 2018: risk Management Report: Department Housing / Risiko Bestuur: Vierde Kwartaal van 2017 / 2018: Risiko Bestuur Verslag: Departement Behuising	<i>that cognisance be taken of the outstanding matter / dat kennis geneem word van die uitstaande saak.</i>	Head: Internal Audit	8 November 2018

The Manager: Housing informed the meeting that the matter pertaining to the informal settlement upgrading is still outstanding due to the following reasons:

- (i) The municipality requested extension as Vredebes Informal Settlement upgrade was the only project on the initial memorandum of agreement.
- (ii) Tulbagh Informal Settlement was included in the project.

The Non-Government Organisation (NGO) Development Action Group will be on board after the memorandum of agreement is concluded between Witzenberg Municipality and the Department of Human Settlement.

RESOLVED

that notice be taken of the outstanding matters.

BESLUIT

dat kennis geneem word van die uitstaande sake.

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

The Chairperson congratulate Alderlady J. Phungula on her conferment as Alderlady. She thanked Alderlady J. Phungula for her contributions made in the past towards Council and the community and wishes her well in her future endeavours.

NOTED

5. INTERVIEWS WITH DELEGATIONS / ONDERHOUDE MET AFGEVAARDIGDES

None / Geen

NOTED / AANGETEKEN

6. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

6.1 Monthly report of the Section Housing: October 2018/ Maandverslag van die Afdeling Behuising: Oktober 2018 (9/1/2/4)

The monthly report of the Section Housing for October 2018 is attached as **annexure 6.1**.

Die maandverslag van die Afdeling Behuising vir Oktober 2018 word aangeheg as **bylae 6.1**.

The Manager: Housing reported the following in the monthly report of the Section: Housing for October 2018.

- No appointment was made pertaining to the appointment of the five (5) monitors.
- A community meeting of further engagement needs to be held in respect of the above.
- The matter in respect of the six (6) formal houses three (3) private and three (3) rental stock adjacent to each other needs to be resolved as the municipality insurance cannot repair private property.
- In order to address the above problem a meeting needs to be convened between Witzenberg Municipality and the six (6) affected formal houses which were damage in Mancayi Street, Nduli by a run-away fire.

RESOLVED

that the Committee for Housing Matters takes notice of the content of the monthly report of the Section Housing for October 2018 and same be accepted.

BESLUIT

dat die Komitee vir Behuisingsaangeleenthede kennis neem van die inhoud van die maandverslag van die Afdeling Behuising vir Oktober 2018 en dat die verslag aanvaar word.

7. RESERVED POWERS / GERESERVEERDE BEVOEGDHEDE

None / Geen

NOTED / AANGETEKEN

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

None / Geen

NOTED / AANGETEKEN

**9. COMMITTEE FOR HOUSING MATTERS-IN-COMMITTEE / KOMITEE VIR
BEHUISINGSAANGELEENTHEDE-IN-KOMITEE**

MINUTES OF THE PERFORMANCE, RISK AND AUDIT COMMITTEE MEETING OF WITZENBERG MUNICIPALITY, HELD IN THE COUNCIL CHAMBERS ON FRIDAY, 23 NOVEMBER 2018 AT 08:30 IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES

PRESENT

Performance, Risk and Audit Committee

Mr J George (Chairperson)
Mr J Basson (Deputy Chairperson)
Ms M Fagan
Mr T Lesihla
Mr SA Redelinghuys

Officials

Mr D Nasson (Municipal Manager)
Mr HJ Kritzingen (Director: Finance)
Mr A Raubenheimer (Deputy Director: Finance)
Mr G Louw (Head: Internal Audit)
Mr JH Swanepoel (Manager: Projects and Performance)
Mr CG Wessels (Manager: Administration)
Ms S Hendricks (Senior Internal Auditor)

Other attendees

Mr A Allie (AGSA)
Mr Z Gungabele (AGSA)
Ms M Zeelie (AGSA)

1. OPENING AND WELCOME

The Chairperson, Mr J George, welcomed everyone present.

NOTED

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

Apologies for absence from the meeting were received from the Director: Corporate Services and Acting Principal Administrative Officer.

RESOLVED

that the apologies for absence from the meeting, received from the Director: Corporate Services and Acting Principal Administrative Officer, be approved and accepted.

3. ATTENDANCE REGISTER, CONFIDENTIALITY AND CONFLICT OF INTEREST DECLARATION

The Attendance register, Confidentiality and Conflict of Interest Declaration was signed by all attendees.

NOTED

4. MINUTES

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

The minutes of the Performance, Risk and Audit Committee meeting, held on 26 October 2018, are attached as **annexure 4.1**.

RESOLVED

that the minutes of the Performance, Risk and Audit Committee meeting, held on 26 October 2018, be approved and signed by the Chairperson.

4.2 Corrections and matters from the minutes

None

NOTED

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

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

The PRAC resolutions register, dated 15 November 2018, is attached as **annexure 4.3**.

Item 6.4: That the matter in respect of the Second-Bi-Annual PRAC Performance Management Report is finalised and will be submitted to Council.

RESOLVED

that the PRAC resolutions register, dated 15 November 2018, be noted and accepted.

**5. AGSA AUDIT REPORT: 2017/2018
(5/14/1/15)**

The AGSA Audit Report for 2017/2018 is attached as **annexure 5**.

RESOLVED

To recommend to the Executive Mayoral Committee and Council:

that notice be taken of the AGSA Audit Report for 2017/2018 and same be accepted.

6. PERFORMANCE MANAGEMENT

None

NOTED

7. RISK MANAGEMENT

None

NOTED

8. AUDIT AND FINANCIAL MANAGEMENT

**8.1 Section 71 monthly report of the Directorate Finance: October 2018
(9/1/2/2)**

The Section 71 monthly report of the Directorate Finance for October 2018 is attached as **annexure 8.1**.

- The Performance, Risk and Audit Committee expressed concern with regard to the amount for overtime for the fire-fighters.
- The Director: Finance explained that the increase for salaries in the budget is due to a number of new appointments.
- The Performance, Risk and Audit Committee requested that in future all deviations be thoroughly substantiated with valid reasons. The Committee furthermore requested that when deviations show massive increases a note be included in the statements to explain.
- The Performance, Risk and Audit Committee expressed concern with regard to the numbers which did not agree as it was used for the first time in the new report. The numbers also complicate the report. The Chief Financial Officer mentioned that the format of the report has changed to be more in line with the budgetary report of the Department Treasury. However, the Chief Financial Officer will look into the matter.

RESOLVED

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

that the Section 71 monthly report of the Directorate Finance for October 2018 be noted and accepted.

8.2 Annual Financial Statement 2017/2018 – after COMAF's (5/3/1)

The Municipal Finance Management Act (no. 56 of 2003) Section 166(2)(b) states that:

- “(2) An audit committee is an independent advisory body which must –
- (b) review the annual financial statements to provide the council of the municipality with an authoritative and credible view of the financial position of the municipality, its efficiency and effectiveness and its overall level of compliance with this Act, the annual Division of Revenue Act and any other applicable legislation.”

The following documents are attached:

- (a) The Annual Financial Statement for 2017/2018 (after COMAF's): **Annexure 8.2(a)**.
(b) Financial ratio analysis: 2017/2018: **Annexure 8.2(b)**.

RESOLVED

that notice be taken of the Annual Financial Statement for 2017/2018 and same be accepted.

8.3 Draft report of Performance, Risk and Audit Committee as at 30 June 2018 (annexure to Annual Report 2017/2018) (5/14/4)

The draft report of the Performance, Risk and Audit Committee as at 30 June 2018 is attached as **annexure 8.3**.

RESOLVED

that the Performance, Risk and Audit Committee finalise the Performance, Risk and Audit Committee report and submit the signed report to the Municipal Manager for attachment to the final Annual Report 2017/2018.

9. OTHER MATTERS

- The Deputy Director: Finance thanked the Performance, Risk and Audit Committee for support in terms of AGSA and that a clean audit could be obtained.
- The Director: Finance thanked the Performance, Risk and Audit for the years working with them and their inputs over the years.

NOTED

**10. NEXT MEETING
(03/1/2/3)**

The next meetings of the Performance, Risk and Audit Committee will be held on 8 February, 5 April and 17 May 2019 in the Council Chambers, Municipal Offices, 50 Voortrekker Street, Ceres.

NOTED

11. PRAC-in-COMMITTEE

**MINUTES OF THE EXECUTIVE MAYORAL COMMITTEE MEETING OF WITZENBERG MUNICIPALITY,
HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES
ON MONDAY, 3 DECEMBER 2018 AT 09:00**

PRESENT

Aldermen and Councillors

Councillor BC Klaasen (Executive Mayor)
Alderman K Adams (Deputy Executive Mayor)
Alderman HJ Smit
Alderman JJ Visagie
Councillor TE Abrahams
Councillor EM Sidego

Councillors not on Executive Mayoral Committee

Alderman TT Godden (Speaker) (ex officio)

Officials

Mr D Nasson (Municipal Manager)
Mr J Barnard (Director: Technical Services)
Mr HJ Kritzingier (Director: Finance)
Mr M Mpeluzi (Director: Corporate Services)
Mr G Louw (Head: Internal Audit)
Mr A Hofmeester (IDP Manager)
Mr C Wessels (Manager: Administration)
Ms MJ Prins (Acting Principal Administrative Officer)
Ms A Klazen (Intern)

Other attendees

Mr N Bettesworth (Ceres Business Initiative)

1. OPENING AND WELCOME

The Executive Mayor welcomed everyone and requested Alderman H Smit to open the meeting with a prayer.

NOTED

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

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

RESOLVED

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

3. MINUTES

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

The minutes of the Executive Mayoral Committee meeting, held on 30 October 2018, are attached as **annexure 3.1**.

RESOLVED

That the minutes of the Executive Mayoral Committee meeting, held on 30 October 2018, be approved and signed by the Executive Mayor.

**4. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED BY EXECUTIVE MAYOR
(9/1/1)**

- (a) The Executive Mayor requested that the IT Section attends to the matter of tablets for Council.
- (b) The Executive Mayor mentioned that a by-election will be held on 5 December 2018 and all Councillors will be involved.
- (c) The Executive Mayor congratulated Alderman JJ Visagie on his jubilee (50th) birthday.
- (d) The Executive Mayor expressed best wishes for everybody in the municipality for the festive season.
- (e) The Executive Mayor expressed congratulations to the municipal staff for obtaining a sixth consecutive clean audit.

NOTED

5. INTERVIEWS WITH DELEGATIONS

None

NOTED

6. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS

None

NOTED

7. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS

7.1 Direkoraat Finansies / Directorate Finance

7.1.1 Performance, Risk and Audit Committee: Second Bi-annual report on Performance Management: 2017/2018 (5/14/2)

The Second Bi-Annual report of the Performance, Risk and Audit Committee on Performance Management for 2017/2018 is attached as **annexure 7.1.1**.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the Second Bi-Annual report of the Performance, Risk and Audit Committee on Performance Management for 2017/2018 and same be accepted.

7.1.2 Reconnection of electricity over the festive period (5/12/1/R)

Purpose

To consider the reconnection of all electricity consumers over the festive period from 19 December 2018 until 4 January 2019.

Deliberation

It has become customary for Council to reconnect the electricity supply of defaulters over the festive period. This is in the spirit of goodwill and also to ensure that all households enjoy the festive season. In the past Council has drawn a distinction between the prepaid and the conventional consumers. In terms of the conventional consumers they must pay a deposit of R300.00 because the electricity is supplied in advance. If the deposit is not levied Council will incur a loss.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

- (a) that the electricity of prepaid consumers be reconnected free of charge.*
- (b) that the electricity of the suspended conventional consumers be reconnected upon payment of a deposit of R300.00.*
- (c) that the concession of goodwill runs from 19 December 2018 until 4 January 2019.*
- (d) that the Chief Financial Officer ensures that the public be informed of the Council decision via notices placed at all municipal pay points.*

**7.1.3 Draft Witzenberg Annual Report: 2017/2018
(5/14/2 & 9/1/1)**

The following memorandum, dated 26 November 2018, was received from the Director: Finance:

"Purpose

The purpose of this report is to table the draft annual report for 2017/2018 to Council.

Legislature framework

In terms of Section 127 (2) of the Municipal Finance Management Act (Act 56 of 2003), the Mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality and of any municipal entity under the municipality's sole or shared control.

Discussion

The report of the Auditor-general of South Africa on the Annual Financial Statements, Predetermined Objectives, Compliance with Legislation and Internal Controls and the audited financial statements for the year ended 30 June 2018 must form part of the Draft Annual Report. The mentioned documents must be issued by the Auditor-general not later than 30 November 2018 and will be distributed at the council meeting.

The draft annual report for 2017/2018 is attached as **annexure 7.1.3.**"

RESOLVED

That the Executive Mayoral Committee recommends to Council:

- (i) that notice be taken of the Draft Witzenberg Municipality Annual Report for 2017/2018.*
- (ii) that a public participation process be followed as prescribed by law.*
- (iii) that the Municipal Public Accounts Committee compiles an oversight report on the Draft Annual Report as per its delegated powers, not later than 15 January 2019.*

**7.1.4 Finance: Incurrence of long-term debt
(5/9)**

The following items refer:

- (a) Item 7.1.9 of the Executive Mayoral Committee meeting, held on 30 October 2018.
- (b) Item 8.1.10 of the council meeting, held on 31 October 2018.

The following memorandum, dated 3 October 2018, was received from the Director: Finance:

“1. Purpose

The purpose of this report is to table the proposed incurrence of Long-term Borrowing for consideration to the Executive Mayor and Council.

2. Legal framework

Section 46(3) of the MFMA states the following:

- (3) A municipality may incur long-term debt only if the Accounting Officer of the municipality —
- (a) has, in accordance with Section 21A of the Municipal Systems Act —
 - (i) at least 21 days prior to the meeting of the Council at which approval for the debt is to be considered, made public an information statement setting out particulars of the proposed debt, including the amount of the proposed debt, the purposes for which the debt is to be incurred and particulars of any security to be provided; and
 - (ii) invited the public, the National Treasury and the relevant Provincial Treasury to submit written comments or representations to the Council in respect of the proposed debt; and
 - (b) has submitted a copy of the information statement to the municipal Council at least 21 days prior to the meeting of the Council, together with particulars of —
 - (i) the essential repayment terms, including the anticipated debt repayment schedule, and
 - (ii) the anticipated total cost in connection with such debt over the repayment period.’

3. Discussion

The cost of full maintenance lease has been compared to the cost of procuring vehicles and it was determined that procuring vehicles are the better option for the municipality.

The proposed loan and the funds budgeted for leasing of vehicles can be used to fund the following vehicles:

Small sedans	10
Performance sedans (Traffic department)	2
Small LDV	3
One ton LDV	11

A tender process was followed to identify a service provider for the long-term loan and it was recommended by the Bid Adjudication Committee that the tender 8/2/15/39 be awarded to NEDBANK.

Particulars of the proposed debt are as follow:

Amount of debt to be incurred: R3 500 000.

Purpose for which the debt is to be incurred: Vehicles: R3 500 000

Security to be provided: None

Repayment terms are as follow:

Description	Term of loan	Amount of loan required	Fixed lending rate charged by bidder
Acquisition of capital assets	3 years	R3 500 000	9.75 % (All in Rate NACS)

Loan amortization table

Bi-annual date	Capital	Interest	Payment (equal instalments)	Balance
Half-year payment 1	3 500 000	85 079	671 145	2 913 934
Half-year payment 2	2 913 934	144 000	671 145	2 386 789
Half-year payment 3	2 386 789	116 037	671 145	1 831 681
Half-year payment 4	1 831 681	89 539	671 145	1 250 074
Half-year payment 5	1 250 074	60 774	671 145	639 703
Half-year payment 6	639 703	31 442	671 145	0
Total		R526 871	R4 026 871	

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

That approval be granted by Council for the incurrence of long-term debt for the procurement of vehicles.

The Executive Mayoral Committee resolved on 30 October 2018 that the matter in respect of the incurrence of long-term debt be held in abeyance until after the advertisement thereof and again be submitted to the Executive Mayoral Committee and Council for a resolution.

Council unanimously resolved on 31 October 2018 that the matter in respect of the incurrence of long-term debt be held in abeyance until after the advertisement thereof and again be submitted to the Executive Mayoral Committee and Council for a resolution.

The incurrence of the long-term debt was re-advertised on 9 November 2018 and no comments were received.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that approval be granted by Council for the incurrence of long-term debt for the procurement of vehicles.

7.2 Direkoraat Tegniëse Dienste / Directorate Technical Services

7.2.1 Elektriesiteit: Straatbeligting: Waboomstraat, Prince Alfred's Hamlet (16/3/3)

'n Memorandum vanaf die Senior Bestuurder: Elektrotegniese Dienste, gedateer 15 Oktober 2018, word aangeheg as bylae 7.2.1.

BESLUIT

Dat die Uitvoerende Burgemeesterskomitee by die Raad aanbeveel:

- (i) *dat die Raad kennis neem van die probleemsituasie en die uitdagings wat daarmee gepaardgaan.*
- (ii) *dat die Elektriesiteitsdepartement goedkeuring ontvang vir werke op die ESKOM-netwerk met betrekking tot onderhoud en herstelwerk.*
- (iii) *dat die Raad kennis neem dat daar fondse beskikbaar is om die nodige werk te voltooi.*
- (iv) *dat die Raad, indien dit ondersteun word, goedkeuring gee vir die installasie van bates, soos uiteengesit in die item, op die ESKOM-netwerk vir dié geval, weens die feit dat die bestaande kontrak met ESKOM skade deur vandalisme uitsluit.*
- (v) *basiese dienslewering deur die munisipaliteit word vervat as 'n doelstelling in die konstitusie dit sluit dan ook in die bevordering van 'n veilige en gesonde omgewing. Dit word ook vervat in die Munisipale Stelselwet.*

7.2.2 Policy: Development charges (15/4/P)

The following documents are attached:

- (a) Memorandum from Director: Technical Services, dated 21 November 2018: **Annexure 7.2.2(a).**
- (b) Witzenberg Municipality Development Charges Policy: **Annexure 7.2.2(b).**
- (c) Services Agreement for Private Residential Township Development: **Annexure 7.2.2(c).**

The following recommendation was tabled to the Executive Mayoral Committee:

That the Executive Mayoral Committee recommends to Council:

- (a) that the Development Charges Policy (revision 00) be adopted as a policy document.
- (b) that the Services Agreement for Private Residential Township Development be adopted as a policy document.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

- (a) *that the Development Charges Policy (revision 00) be workshopped by Council.*
- (b) *that the matter in respect of supra (a) be held in abeyance until after the workshop.*

7.2.3 Appèl teen tweede wooneenheid: Erf 2245, Albertsingel 26, Ceres (15/4/R)

Die volgende items verwys:

- (a) Item 8.2.1 van die raadsvergadering gehou op 25 Januarie 2016.
- (b) Item 7.2.4 van die Uitvoerende Burgemeesterskomitee-vergadering gehou op 30 Oktober 2018.
- (c) Item 8.2.5 van die raadsvergadering gehou op 31 Oktober 2018.

Die Raad het op 25 Januarie 2016 besluit dat die appèl van mnr. P Hardneck teen die Komitee vir Tegniese Dienste se goedkeuring van die aansoek om vergunning vir 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres, gehandhaaf word.

'n Memorandum vanaf die Direkteur: Tegniese Dienste, gedateer 17 September 2018, word aangeheg as **bylae 7.2.3**.

Die Uitvoerende Burgemeesterskomitee het op 30 Oktober 2018 besluit dat die aangeleentheid rakende die appèl teen 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres oorstaan tot die eerskomende vergadering.

Die Raad het op 31 Oktober 2018 eenparig besluit dat die aangeleentheid rakende die appèl teen 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres oorstaan tot die eerskomende vergadering.

BESLUIT

- (a) *dat die aangeleentheid rakende die appèl teen 'n tweede wooneenheid op erf 2245, Albertsingel 26, Ceres oorstaan tot die eerskomende vergadering*
- (b) *dat die komitee lede na die transkripsie van die bandopnames luister.*

7.2.4 Appèl: Aansoek om vergunning vir doeleindes van plek van vermaaklikheid: Erf 1386, Lyellstraat, Ceres (15/4/1/1/23)

Die volgende dokumente word aangeheg:

- (a) Verslag vanaf Bestuurder: Stadsbeplanning en Boubesker: **Bylae 7.2.4(a)**.
- (b) Uitspraak van Hooggeregshof: **Bylae 7.2.4(b)**.

BESLUIT

Dat die Uitvoerende Burgemeesterskomitee by die Raad aanbeveel:

dat die appèl van mnr. JF Prins teen die Witzenberg Beplanningstribunaal se afkeuring van die aansoek om vergunningsgebruik op erf 1386 (Lyellstraat 60, Ceres) van die hand gewys word en die besluit van die Tribunaal bevestig word.

7.3 Direkoraat Gemeenskapsdienste / Directorate Community Services

None

NOTED

7.4 Direkoraat Korporatiewe Dienste / Directorate Corporate Services

7.4.1 Proposed council meeting program: January until March 2019 (3/1/2/3)

The following memorandum, dated 23 November 2018, was received from the Manager: Administration:

“1. Purpose

To obtain the approval of the Executive Mayoral Committee as well as Council for the proposed Council meeting program for January until March 2019.

2. For decision

Council.

3. Executive summary

The Council meeting program and meeting schedule for January until March 2019 are attached as **annexure 7.4.1**. The program is essentially similar to that of 2018. It is recommended that the attached program for the period January until March 2019 be approved. Numerous requests were lodged to SALGA to provide their 2019 meeting and workshop dates, but nothing has been received to date. This is a phenomenon which happens every year and therefore the request for a quarterly approval.

Council is requested to approve the meeting program for January until March 2019 and that the program be finalised when the SALGA dates have been received. The quarterly Council meeting program of the Witzenberg Municipality has been synchronised with the meeting dates of the Cape Winelands District Municipality and is now submitted to Council for approval.

4. Discussion

4.1 Background and discussion

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

The proposed Council meeting program for January until March 2019 provides the list of scheduled meetings of Council, the Executive Mayoral Committee, the various Section 80 Committees, Municipal Public Accounts Committee (MPAC), Performance, Risk and Audit Committee (PRAC) and the Local Labour Forum (LLF) with the applicable time and date of the meetings.

Senior Management meetings are once again proposed to be held every Monday, Committee for Housing Matters on the second Thursday of every month, Section 80 Committee meetings on the third Wednesday and Thursday of every month, Council workshops on the days prior to the Council meeting and Council meetings on the last Wednesday of the month, depending on specific circumstances. Council meetings are also synchronised with the Council meetings of the Cape Winelands District Municipality.

4.2 Constitutional and policy implications

This program has no constitutional and policy implications for the municipality.

4.3 Environmental implications

This program has not environmental implications.

4.4 Financial implications

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

4.5 Legal implications

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

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

All legislative and policy requirements are complied with."

RESOLVED

That the Executive Mayoral Committee recommends to Council:

- (a) *that Council approves the proposed Council meeting program for January until March 2019.*
- (b) *that a meeting of the Committee for Housing Matters be scheduled for 17 January 2019.*

7.4.2 Personnel matters: Closure of municipal offices: 20, 21, 24, 27, 28 and 31 December 2018 and 2 January 2019 (04/2/8)

For the past few years the Municipal offices have been closed in December and January for the festive season.

The Municipal Manager proposed:

- (a) That business hours for 20 December 2018 shall be from 08:00 to 15:00.
- (b) That all employees be granted paid leave for 21, 24, 27, 28 and 31 December 2018 and 2 January 2019.
- (c) That essential service staff as well as standby officials in all departments perform services as directed on 20, 21, 24, 27, 28 and 31 December 2018 and 2 January 2019.
- (d) That the municipality resumes full services on 3 January 2019.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

- (a) *that business hours for 20 December 2018 shall be from 08:00 to 15:00.*
- (b) *that all employees be granted paid leave for 21, 24, 27, 28 and 31 December 2018 and 2 January 2019.*
- (c) *that essential service staff as well as standby officials in all departments perform services as directed on 20, 21, 24, 27, 28 and 31 December 2018 and 2 January 2019.*
- (d) *that the municipality resumes full services on 3 January 2019.*

7.4.3 Service delivery: Phases 4 and 5, Prince Alfred's Hamlet (2/2/2)

A memorandum from the residents of Phases 4 and 5 of Prince Alfred's Hamlet, dated 14 November 2018, is attached as **annexure 7.4.3**.

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that notice be taken of the municipal service delivery in Phases 4 and 5, Prince Alfred's Hamlet.

8. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA

**8.1 Council recess: December 2018/January 2019
(3/1/2/3)**

RESOLVED

That the Executive Mayoral Committee recommends to Council:

that the Council goes in recess for the 2018/2019 festive season from 18 December 2018 until 7 January 2019.

9. FORMAL AND STATUTORY MATTERS

None

NOTED

10. EXECUTIVE MAYORAL COMMITTEE-IN-COMMITTEE

MINUTES OF THE SPECIAL MEETING OF THE COMMITTEE FOR HOUSING MATTERS OF WITZENBERG MUNICIPALITY, HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES ON TUESDAY, 11 DECEMBER 2018 AT 10h00

NOTULE VAN DIE SPESIALE VERGADERING VAN DIE KOMITEE VIR BEHUISINGSAANGELEENTHEDE VAN DIE MUNISIPALITEIT WITZENBERG, GEHOU OP DINSDAG, 11 DESEMBER 2018 OM 10:00 IN DIE RAADSAAL, MUNISIPALE KANTORE, VOORTREKKERSTRAAT 50, CERES

PRESENT / TEENWOORDIG

Committee Members / Komiteelede

Councillor / Raadslid E Sidego (Chairperson / Voorsitter)
Councillor / Raadslid Z Mzauziwa
Alderslady / Raadsdame J Phungula

Not Committee Members / Nie Komiteelede

Councillor / Raadslid N Phatsoane

Officials / Amptenare

Mr / Mnr D Nason (Municipal Manager / Munisipale Bestuurder)
Ms / Me C Mackenzie (Manager: Housing / Bestuurder: Behuising)
Mr / Mnr C Titus (Committee Clerk / Komiteeklerk)
Ms W Roode (Word Processing Operator / Woord Verwerkingsoperateur)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

The Chairperson welcomed everyone present and requested Councillor Z Mzauziwa to open the meeting with prayer.

Die Voorsitter heet almal teenwoordig welkom en versoek Raadslid Z Mzauziwa om die vergadering met gebed te open.

NOTED / AANGETEKEN

2. CONSIDERATION OF APPLICATION FOR LEAVE OF ABSENCE, IF ANY / OORWEGING VAN AANSOEKE OM VERLOF TOT AFWESIGHEID, INDIEN ENIGE (3/1/2/1)

Apologies for absence from the meeting were received from the Manager: Administration and Senior Housing Officer.

Verskonings vir afwesigheid van die vergadering was ontvang vanaf die Bestuurder: Administrasie en Senior Behuisingsbeampte.

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

- (a) The Chairperson informed the meeting that (5) five informal structures was illegally erected in Tulbagh. This is a matter of concern as these structures are erected below the flood line.
- (b) The Chairperson mentioned that she received a letter from a church institution in Tulbagh, requesting for available land to erect their church. She also informed them that she is not in a position to approve their application, but will send or put their application through the process.
- (c) Chairperson wished everyone a blessed festive season and a prosperous 2019. She expressed her gratitude towards councillors and officials for their valuable inputs and contributions rendered especially when housing challenges was experience during the year.

NOTED / AANGETEKEN

4. COMMITTEE FOR HOUSING MATTERS-IN-COMMITTEE / KOMITEE VIR BEHUISINGSAANGELEENTHEDE-IN-KOMITEE

MINUTES OF THE SPECIAL MEETING OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) OF WITZENBERG MUNICIPALITY HELD IN THE COUNCIL CHAMBERS, MUNICIPAL OFFICES, 50 VOORTREKKER STREET, CERES ON THURSDAY, 13 DECEMBER 2018 AT 10h00.

PRESENT

Councillors

M. Jacobs (Chairperson)
G. Laban
Alderman J. Schuurman

Officials

Mr. D. Nasson (Municipal Manager)
Mr. H. Kritzinger (Director: Finance)
Mr. G. Louw (Head: Internal Audit)
Mr. J. Swanepoel (Manager: Projects and Performance)
Ms. S. Hendricks (Senior Internal Auditor)
Mr. C. Wessels (Manager: Administration)
Mr. C. Titus (Committee Clerk)

1. OPENING AND WELCOME

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

NOTED

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

Applications for leave of absence from the meeting was received from Councillors P. Heradien (ICOSA) and C. Lottering (DA).

RESOLVED

that the applications for leave of absence from the meeting, received from Councillors P. Heradien (ICOSA) and C. Lottering (DA), be approved and accepted.

3. MINUTES

**3.1 Approval of minutes
(03/1/2/3)**

The minutes of the Municipal Public Accounts Committee meeting, held on 18 May 2018, are attached as **annexure 3.1**.

RESOLVED

that the minutes of the Municipal Public Accounts Committee meeting, held on 18 May 2018, be approved and signed by the Chairperson.

3.2 Matters from the minutes

None

NOTED

4. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED BY THE CHAIRPERSON

- (a) The Chairperson thanked Senior Management and the Secretariat for work well done during 2018.
- (b) The Chairperson refer to the matter of VBS Bank and requested that Council and Senior Management be sensitized in respect of this matter.

NOTED

5. INTERVIEWS WITH DELEGATIONS

None

NOTED

6. DELEGATED POWERS

None

NOTED

7. RESERVED POWERS

**7.1 Annual report and financial statements: 2017/2018
(5/1/16)**

The MFMA section 129(1) states that:

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

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

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

The following documents are attached:

- (a) The 2017/2018 Annual Report Oversight Check List: **Annexure 7.1(a)**.
- (b) Annual Report 2017/2018: ***Annexure 7.1(b)**.

RESOLVED

that the Municipal Public Accounts Committee takes notice of the checklist on the Annual Report and financial statements of 2017/2018 and accepted same.

**7.2 Draft MPAC Oversight report on the Annual Report 2017/2018: Section 129
(2/1/2)**

The Draft MPAC Oversight Report for 2017/2018 is attached as **annexure 7.2**.

RESOLVED

- (a) *that the Municipal Public Accounts Committee takes notice of the Draft MPAC Oversight report on the Annual Report 2017/2018.*
- (b) *that Municipal Public Accounts Committee takes notice that public comments on the Draft Witzenberg Municipality Annual Report for 2017/2018 close on 10 January 2019.*
- (c) *that, if no public comments are received, that the Draft MPAC Oversight Report on the Annual Report 2017/2018: Section 129 be signed off by the members of the Municipal Public Accounts Committee.*

- (d) *that Municipal Public Accounts Committee having fully considered the 2017/2018 Annual Report of the Witzenberg Municipality, it is recommended that Council adopts the 2017/2018 Oversight Report and approves the 2017/2018 Annual Report without reservations.*
- (e) *that the matter of the public comments be held in abeyance until the next meeting.*

7.3 Next meeting

The next meeting of the Municipal Public Accounts Committee will be held in the Council Chambers, Municipal Offices, 50 Voortrekker Street, Ceres on Tuesday, 14 January 2019 at 10h00.

NOTED

8. ADJOURNMENT

The meeting adjourned at 13h10.

Approved on _____

COUNCILLOR M JACOBS
CHAIRPERSON

/wr



Monthly Budget Statement Report {Section 71} for December 2018

**Financial data is in respect of the period
1 July 2018 to 31 December 2018**

Glossary

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

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

AFS – Annual Financial Statements

Budget – The financial plan of a municipality.

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

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

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

CFO – Chief Financial Officer / Director: Finance

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

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

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

GDFI - Gross Domestic Fixed Investment

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

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

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

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

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

Glossary (Continued)

MIG – Municipal Infrastructure Grant

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

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

NT – National Treasury

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

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

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

RBIG – Regional Bulk Infrastructure Grant

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

SCM – Supply Chain Management.

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

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

TMA – Total Municipal Account

Unauthorised expenditure – Generally, spending without, or in excess of, an approved budget.

Virement – A transfer of budget.

Virement Policy - The policy that sets out the rules for budget transfers. Virements are normally allowed within a vote. Transfers between votes must be agreed by Council through an Adjustments Budget.

Vote – One of the main segments into which a budget is divided, usually at department level.

WM – Witzenberg Municipality

Legal requirements

2.3 Monthly budget statements

In terms of Section 71 of the MFMA the accounting officer must prepare monthly budget statements that comply with this section. This section read as follows:

"71. (1) The accounting officer of a municipality must by no later than 10 working days after the end of each month submit to the mayor of the municipality and the relevant provincial treasury a statement in the prescribed format on the state of the municipality's budget reflecting the following particulars for that month and for the financial year up to the end of that month:

- (a) Actual revenue, per revenue source;*
- (b) actual borrowings;*
- (c) actual expenditure, per vote;*
- (d) actual capital expenditure, per vote;*
- (e) the amount of any allocations received;*
- (f) actual expenditure on those allocations, excluding expenditure on—*
 - (i) its share of the local government equitable share; and*
 - (ii) allocations exempted by the annual Division of Revenue Act from compliance with this paragraph; and*
- (g) when necessary, an explanation of—*
 - (i) any material variances from the municipality's projected revenue by source, and from the municipality's expenditure projections per vote;*
 - (ii) any material variances from the service delivery and budget implementation plan; and*
 - (iii) any remedial or corrective steps taken or to be taken to ensure that projected revenue and expenditure remain within the municipality's approved budget.*

(2) The statement must include—

- (a) a projection of the relevant municipality's revenue and expenditure for the rest of the financial year, and any revisions from initial projections; and*
- (b) the prescribed information relating to the state of the budget of each municipal entity as provided to the municipality in terms of section 87(10).*

(3) The amounts reflected in the statement must in each case be compared with the corresponding amounts.

budgeted for in the municipality's approved budget.

(4) The statement to the provincial treasury must be in the format of a signed document and in electronic format.

(5) The accounting officer of a municipality which has received an allocation referred to in subsection (1)(e) during any particular month must, by no later than 10 working days

2.3 Maandelikse begroting state

In terme van Artikel 71 van die MFMA die rekenpligtige beampte moet 'n maandelikse begroting state wat voldoen aan hierdie artikel. Hierdie artikel lees soos volg:

"71. (1) Die rekenpligtige beampte van 'n munisipaliteit moet nie later as 10 werk dae na die einde van elke maand aan die burgemeester van die munisipaliteit en die betrokke Provinsiale Tesourie 1 verklaring in die voorgeskrewe formaat oor die toestand van die munisipaliteit se begroting wat die volgende besonderhede vir die maand en vir die finansiële jaar tot die einde van die maand:

- (a) werklike inkomste per bron van inkomste;*
- (b) werklike lenings;*
- (c) die werklike uitgawes per stem;*
- (d) die werklike kapitaalbesteding, per stem;*
- (e) die bedrag van enige toekennings ontvang;*
- (f) die werklike uitgawes op daardie toekennings, uitgesluit besteding op*
 - (i) sy deel van die plaaslike regering billike deel;*
 - (ii) toekennings vrygestel is by die jaarlikse Verdeling van Inkomste van die nakoming van hierdie paragraaf, en*
 - (g) wanneer dit nodig is, 'n verduideliking van—*
 - (i) enige wesentlike afwykings van die munisipaliteit se geprojekteerde inkomste deur die bron, en van die munisipaliteit se uitgawe projeksies per stem;*
 - (ii) enige wesentlike afwykings van die dienslewering en begrotings implementeringsplan;*
 - (iii) enige remediërende of korrektiewe stappe geneem is of geneem word om te verseker dat die geprojekteerde inkomste en uitgawes in die munisipaliteit se goedgekeurde begroting bly.*

(2) Die staat moet die volgende insluit-

- (a) 'n projeksie van die betrokke munisipaliteit se inkomste en uitgawes vir die res van die finansiële jaar, en enige wysigings van die aanvanklike projeksies, en*
- (b) die voorgeskrewe inligting met betrekking tot die toestand van die begroting van elke munisipale entiteit wat aan die munisipaliteit in terme van artikel 87 (10).*

(3) die bedrae wat in die verklaring moet in elke geval in vergelyking met die ooreenstemmende bedrae begroot vir die munisipaliteit se goedgekeurde begroting.

(4) Die verklaring aan die provinsiale tesourie moet in die formaat van 'n getekende dokument en in elektroniese formaat.

(5) Die rekenpligtige beampte van 'n munisipaliteit wat 'n toekenning bedoel in subartikel (1)(e) gedurende 'n bepaalde maand ontvang het, moet nie later nie as 10 werksdae na die

after the end of that month, submit that part of the statement reflecting the particulars referred to in subsection (1)(e) and (f) to the national or provincial organ of state or municipality which transferred the allocation.

einde van die maand, moet daardie deel van die verklaring wat die besonderhede bedoel in subartikel (1)(e) en (f) om die nasionale of provinsiale orgaan van die staat of munisipaliteit wat die toekenning oorgedra

(6) The provincial treasury must by no later than 22 working days after the end of each month submit to the National Treasury a consolidated statement in the prescribed format on the state of the municipalities' budgets, per municipality and per municipal entity.

(6) Die Provinsiale Tesourie moet nie later nie as 22 werksdae na die einde van elke maand aan die Nasionale Tesourie 'n gekonsolideerde staat in die voorgeskrewe formaat oor die stand van die munisipaliteite se begrotings, per munisipaliteit en per munisipale entiteit.

(7) The provincial treasury must, within 30 days after the end of each quarter, make public as may be prescribed, a consolidated statement in the prescribed format on the state of municipalities' budgets per municipality and per municipal entity. The MEC for finance must submit such consolidated statement to the provincial legislature no later than 45 days after the end of each quarter."

(7) Die Provinsiale Tesourie moet, binne 30 dae na die einde van elke kwartaal, openbaar te maak as wat voorgeskryf mag word, 'n gekonsolideerde staat in die voorgeskrewe formaat oor die stand van munisipaliteite se begrotings per munisipaliteit en per munisipale entiteit. Die LUR vir finansies moet so 'n gekonsolideerde staat nie later nie as 45 dae na die einde van elke kwartaal aan die provinsiale wetgewer dien."

A MAYOR'S REPORT

Credit control for various reasons remains a challenge for the municipality.

The unwillingness / inability of government departments to pay their municipal accounts was a big concern. However department are slowing starting to make payment. The debt is in access of R 7.6 million.

The monthly billing was also done as scheduled and during this process 16 681 accounts amounting to R 22.9 million was printed and distributed to consumers. The prepaid electricity sales amounted to R 4.0 million.

The indigent cost to the municipality for the month amounts to R 1.8 million. The number of indigent households is increasing due to the policy amendments approved by council

The accumulated debtor's collection target for the year is 94%, and the actual accumulated year to date debtor's collection is 93%.

The municipality issued orders to the value of R 17.6 million of which R 0.3 million was in terms of deviations.

The municipality currently has R 38.6 million in its primary bank account and a R 85 million in investments

B RECOMMENDATION

It is recommended that council take cognisance of the quarterly budget assessment for the month of December 2018 .

C EXECUTIVE SUMMARY

The following tables provides a summary of the financial information:

A BURGEMEESTERS VERSLAG

Kredietbeheer bly 'n uitdaging vir die munisipaliteit as gevolg verskillende redes.

Die onwilligheid / onvermoë van staats departemente om hulle munisipale rekenings te betaal was 'n groot bekommernis. Departemente is stading besig om hul betalings te maak. Die skuld beloop tans R 7.6 miljoen.

Die maandelikse rekeninge is ook gehef soos geskeduleer en tydens hierdie proses is 16 681 rekeninge ten bedrae van R 22.9 miljoen gedruk en aan verbruikers versprei. Die voorafbetaalde elektrisiteit verkope beloop R 4.0 miljoen.

Die deernis subsidies vir die maand beloop R 1.8 miljoen. Die aantal goedgekeurde huishoudings is aan die toeneem as gevolg van die veranderings aan die beleid.

Die opgehoopte debiteure verhaling se teiken vir die jaar is 94%, en die werklike jaar tot op datum invordering is 93%

Bestellings ter waarde van R 17.6 miljoen uitgereik, waarvan R 0.3 miljoen ten opsigte van afwykings is.

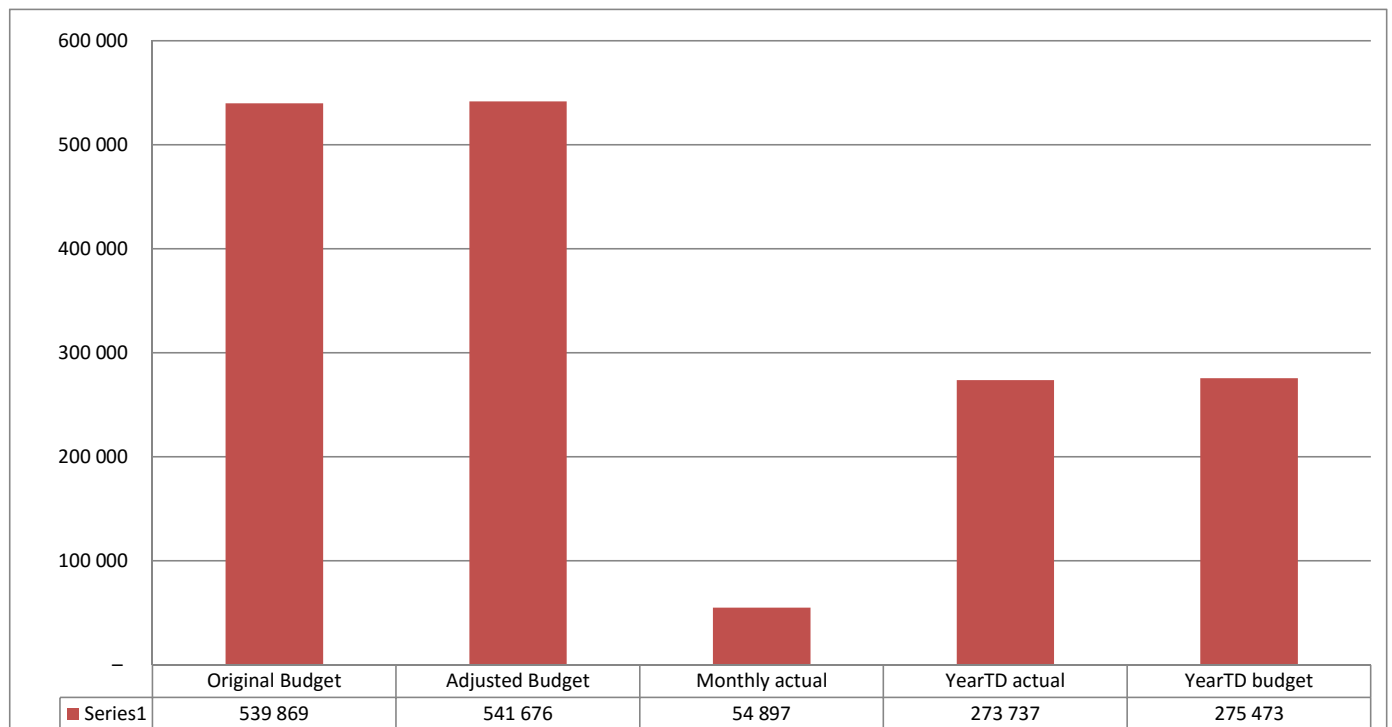
Die munisipaliteit het R 38 miljoen in die primêre bankrekening en R 85 miljoen in beleggings

B AANBEVELING

Dit word aanbeveel dat die raad kennis neem van die finansiële maandverslag en ondersteunende dokumente vir Desember 2018 .

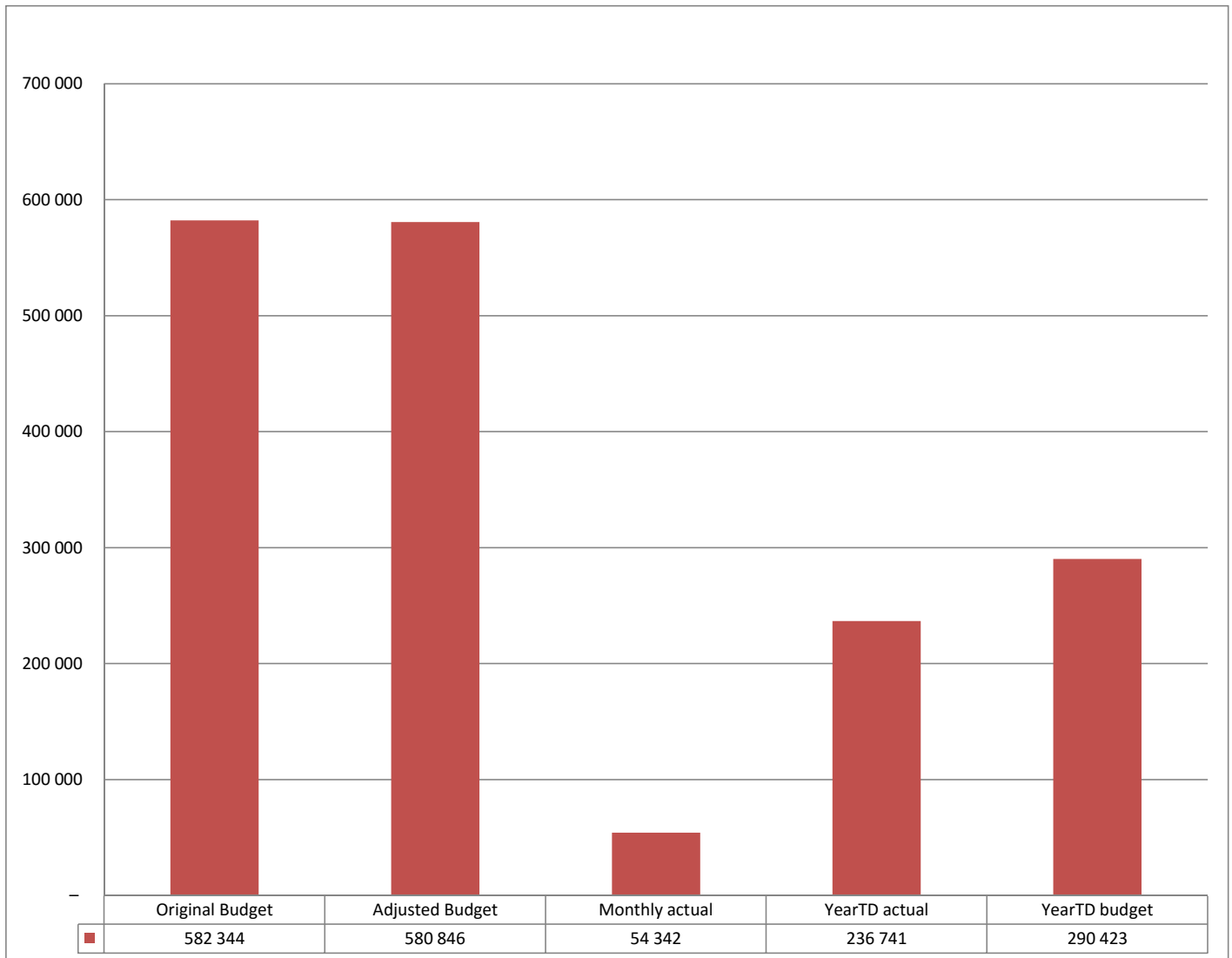
C OPSOMMING

Die volgende tabelle voorsien n opsomming van die finansiële inligting:

TOTAL OPERATIONAL REVENUE

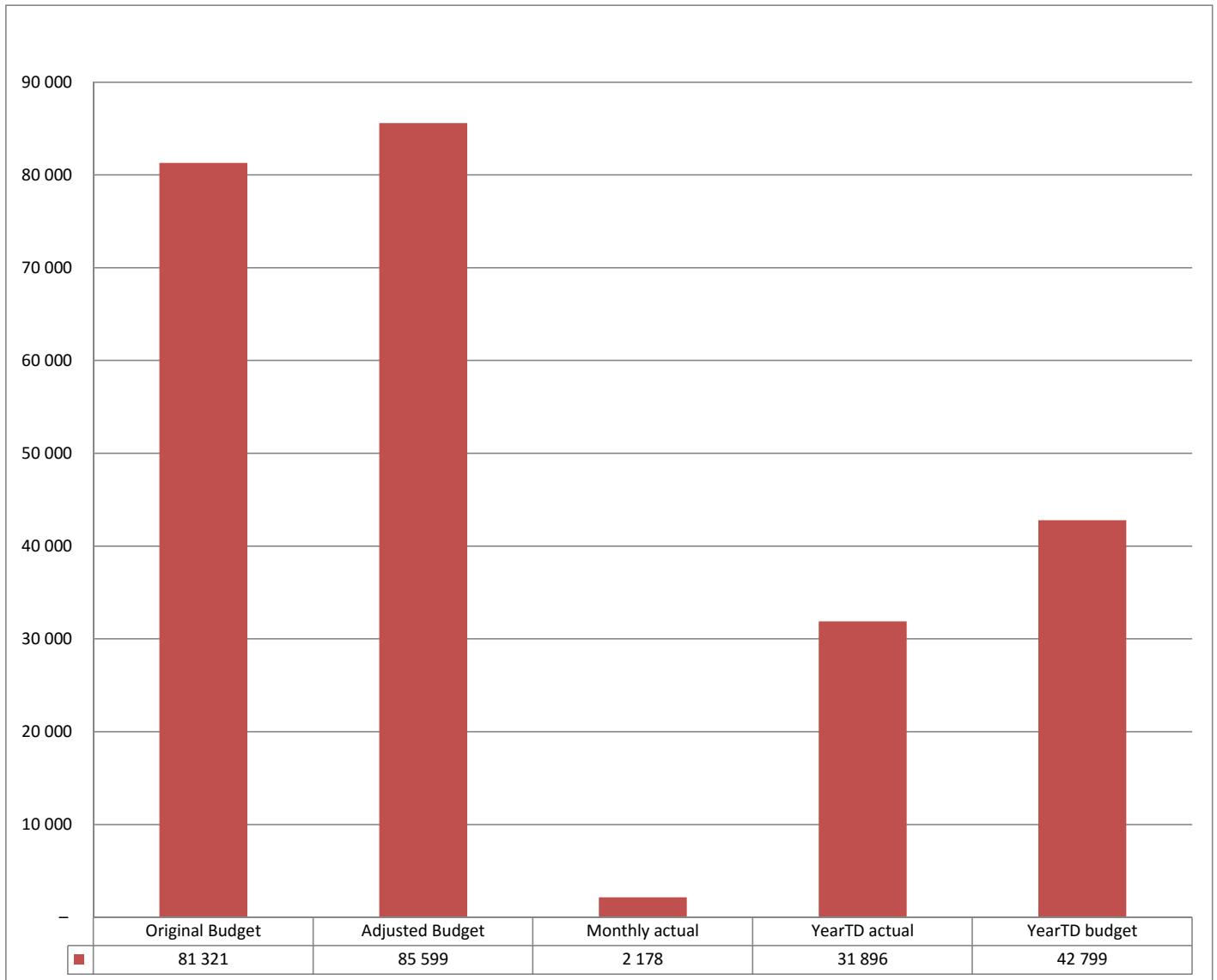
For the period 1 July 2018 to 31 December 2018, 50.54% of the budgeted operational revenue was raised.

Vir die periode 1 Julie 2018 to 31 Desember 2018, is 50.54% van die begrote operasionele inkomste gehef.

TOTAL OPERATIONAL EXPENDITURE

For the period 1 July 2018 to 31 December 2018, 40.76% of the budgeted operational expenditure was incurred. This figure will increase as some invoices are still outstanding.

Vir die periode 1 Julie 2018 to 31 Desember 2018, is 40.76% van die begrote operasionele uitgawes aangegaan. Die syfer mag verhoog aangesien daar nog uitstaande fakture is.

CAPITAL EXPENDITURE

For the period 1 July 2018 to 31 December 2018, 37.26% of the budgeted capital expenditure was incurred.

Vir die periode 1 Julie 2018 to 31 Desember 2018, is 37.26% van die begrote kapitale uitgawes aangegaan.

The main contributing factors to the low expenditure levels is the failure of the Department of Water affairs to pay over the funds as per the Division of Revenue act to enable the building of the Tulbagh raw water dam.

Die hoof oorsaak vir die lae spandering is die onvermoë van die departement van Waterwese om die fondse volgens die Wet op Verdeling van Inkomste vir die Tulbagh opgaardam oor te betaal.

In-year budget statement tables

The following table provides a summary of the financial performance and financial position of the municipality as at 31 December 2018.

WC022 Witzenberg - Table C1 Monthly Budget Statement Summary - M06 December

Description	2017/18	Budget Year 2018/19							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Financial Performance									
Property rates	63 712	70 002	70 002	3 336	49 818	35 001	14 817	42%	70 002
Service charges	306 170	316 407	316 407	20 789	142 275	158 203	(15 928)	-10%	316 407
Investment revenue	8 122	8 198	8 198	491	3 181	4 099	(919)	-22%	15 482
Transfers recognised - operational	93 967	91 069	92 875	28 493	64 905	46 438	18 468	40%	92 875
Other own revenue	57 662	54 194	54 194	1 787	13 557	31 732	(18 175)	-57%	54 194
transfers and contributions)	529 632	539 869	541 676	54 897	273 737	275 473	(1 737)	-1%	548 959
Employee costs	9 170	177 699	174 891	14 610	86 674	87 446	(771)	-1%	174 891
Remuneration of Councillors	9 170	10 709	10 709	761	4 521	5 355	(833)	-16%	10 709
Depreciation & asset impairment	28 699	43 032	44 032	12 524	12 531	22 016	(9 485)	-43%	56 492
Finance charges	8 675	3 671	3 685	57	392	1 843	(1 450)	-79%	3 685
Materials and bulk purchases	194 879	218 562	218 142	12 323	84 338	109 071	(24 733)	-23%	218 142
Transfers and grants	13 920	14 407	14 358	2	684	7 179	(6 495)	-90%	14 358
Other expenditure	251 704	114 264	115 028	14 065	47 599	57 514	(9 915)	-17%	97 755
Total Expenditure	516 217	582 344	580 846	54 342	236 741	290 423	(53 682)	-18%	576 034
Surplus/(Deficit)	13 415	(42 474)	(39 170)	555	36 996	(14 950)	51 945	-347%	(27 075)
Transfers recognised - capital	34 777	75 847	75 847	18 651	18 805	37 923	(19 118)	-50%	75 847
Contributions & Contributed assets	-	-	-	-	-	-	-	-	-
& contributions	48 192	33 372	36 676	19 205	55 801	22 973	32 828	143%	48 772
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	48 192	33 372	36 676	19 205	55 801	22 973	32 828	143%	48 772
Capital expenditure & funds sources									
Capital expenditure	63 800	81 321	85 599	2 178	31 896	42 799	(10 904)	-25%	85 599
Capital transfers recognised	34 183	52 938	53 438	1 427	19 108	26 719	(7 611)	-28%	53 438
Public contributions & donations	-	-	-	-	-	-	-	-	-
Borrowing	3 528	1 550	1 550	-	494	775	(281)	-36%	1 550
Internally generated funds	26 089	26 833	30 610	751	12 294	15 305	(3 011)	-20%	30 610
Total sources of capital funds	63 800	81 321	85 599	2 178	31 896	42 799	(10 904)	-25%	85 599
Financial position									
Total current assets	178 612	65 801	242 104		209 168				209 168
Total non current assets	905 207	38 293	947 778		912 118				924 578
Total current liabilities	77 653	55 489	131 900		67 553				67 553
Total non current liabilities	158 745	15 233	173 993		162 971				162 971
Community wealth/Equity	847 421	33 372	883 989		903 222				903 222
Cash flows									
Net cash from (used) operating	83 978	173 205	173 205	(9 164)	60 986	86 603	(25 616)	-30%	173 205
Net cash from (used) investing	(60 010)	(83 247)	(83 247)	(37 511)	(119 084)	(41 623)	(77 460)	186%	(83 247)
Net cash from (used) financing	(2 795)	3 500	3 500	(63)	(758)	1 750	(2 508)	-143%	(758)
end	97 506	93 458	93 458	-	38 647	46 729	(8 082)	-17%	190 961
Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	33 410	3 796	3 460	6 712	3 169	2 913	17 042	93 813	164 314
Creditors Age Analysis									
Total Creditors	188	93	6	-	-	-	-	-	287

The following table provides detail of revenue and expenditure according to the international standard classification framework.

WC022 Witzenberg - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 December

Description	2017/18	Budget Year 2018/19							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Revenue - Functional									
<i>Governance and administration</i>	85 944	93 204	93 304	4 442	57 007	46 652	10 355	22%	93 304
Finance and administration	85 944	93 204	93 304	4 442	57 007	46 652	10 355	22%	93 304
<i>Community and public safety</i>	101 163	140 845	140 845	28 677	67 650	70 423	(2 772)	-4%	140 845
Community and social services	80 916	98 728	98 728	28 430	64 651	49 364	15 287	31%	98 728
Sport and recreation	7 477	9 020	9 020	240	2 806	4 510	(1 704)	-38%	9 020
Public safety	3	6	6	0	0	3	(3)	-92%	6
Housing	12 766	33 091	33 091	7	194	16 546	(16 352)	-99%	33 091
<i>Economic and environmental services</i>	32 369	43 682	44 622	9 885	12 993	22 311	(9 318)	-42%	44 622
Planning and development	1 540	2 510	2 510	49	737	1 255	(519)	-41%	2 510
Road transport	30 827	41 160	41 160	9 834	12 249	20 580	(8 331)	-40%	41 160
Environmental protection	2	12	952	3	8	476	(468)	-98%	952
<i>Trading services</i>	344 933	337 984	338 750	30 542	154 892	169 375	(14 483)	-9%	338 750
Energy sources	209 994	240 206	240 206	14 572	103 078	120 103	(17 025)	-14%	240 206
Water management	67 545	52 679	53 179	6 271	21 157	26 590	(5 432)	-20%	53 179
Waste water management	41 431	22 399	22 399	7 703	18 071	11 200	6 871	61%	22 399
Waste management	25 962	22 700	22 966	1 996	12 586	11 483	1 103	10%	22 966
Total Revenue - Functional	564 409	615 716	617 522	73 547	292 542	308 761	(16 219)	-5%	617 522
Expenditure - Functional									
<i>Governance and administration</i>	88 216	115 817	116 595	11 295	53 661	58 297	(4 636)	-8%	116 595
Executive and council	22 887	27 771	27 725	2 212	11 013	13 862	(2 850)	-21%	27 725
Finance and administration	63 186	85 942	86 766	8 883	41 462	43 383	(1 921)	-4%	86 766
Internal audit	2 144	2 104	2 104	200	1 187	1 052	135	13%	2 104
<i>Community and public safety</i>	70 971	82 467	81 189	6 601	29 270	40 594	(11 325)	-28%	81 189
Community and social services	21 733	25 460	25 297	2 388	11 124	12 648	(1 524)	-12%	25 297
Sport and recreation	23 574	28 896	27 803	2 958	11 401	13 901	(2 500)	-18%	27 803
Public safety	9 196	8 925	8 925	927	4 601	4 463	138	3%	8 925
Housing	16 468	19 186	19 164	328	2 143	9 582	(7 439)	-78%	19 164
<i>Economic and environmental services</i>	62 903	65 573	66 267	6 403	25 175	33 133	(7 958)	-24%	66 267
Planning and development	8 797	10 614	10 856	766	4 090	5 428	(1 338)	-25%	10 856
Road transport	52 785	53 213	52 741	5 499	20 368	26 371	(6 003)	-23%	52 741
Environmental protection	1 321	1 747	2 669	138	717	1 335	(617)	-46%	2 669
<i>Trading services</i>	293 298	317 593	315 762	30 040	128 219	157 881	(29 662)	-19%	315 762
Energy sources	201 572	224 738	223 239	14 936	88 421	111 620	(23 199)	-21%	223 239
Water management	28 025	28 985	28 768	5 604	12 371	14 384	(2 013)	-14%	28 768
Waste water management	28 364	29 256	29 089	5 557	13 086	14 544	(1 458)	-10%	29 089
Waste management	35 338	34 615	34 666	3 943	14 341	17 333	(2 992)	-17%	34 666
<i>Other</i>	828	893	893	3	417	447	(30)	-7%	893
Total Expenditure - Functional	516 217	582 344	580 705	54 342	236 741	290 352	(53 612)	-18%	580 705
Surplus/ (Deficit) for the year	48 192	33 372	36 817	19 205	55 801	18 409	37 393		36 817

The following table provides detail of revenue and expenditure according to the international standard classification framework.

WC022 Witzenberg - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 December

Description	2017/18	Budget Year 2018/19						YTD variance %	Full Year Forecast
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance		
R thousands									
Revenue - Functional									
<i>Municipal governance and administration</i>	85 944	93 204	93 304	4 442	57 007	46 652	10 355	22%	93 304
Finance and administration	85 944	93 204	93 304	4 442	57 007	46 652	10 355	22%	93 304
Administrative and Corporate Support	0	8	8	–	0	4	(4)	-98%	8
Budget and Treasury Office	6 882	5 442	5 442	279	1 604	2 721	(1 118)	-41%	5 442
Finance	78 169	87 149	87 149	4 163	55 226	43 575	11 652	27%	87 149
Human Resources	212	585	585	–	145	292	(148)	-51%	585
Marketing, Customer Relations, Publicity and Media	–	4	104	–	–	52	(52)	-100%	104
Supply Chain Management	682	16	16	0	32	8	24	305%	16
<i>Community and public safety</i>	101 163	140 845	140 845	28 677	67 650	70 423	(2 772)	-4%	140 845
Community and social services	80 916	98 728	98 728	28 430	64 651	49 364	15 287	31%	98 728
Aged Care	72 016	88 298	88 298	28 381	64 305	44 149	20 157	46%	88 298
Cemeteries, Funeral Parlours and Crematoriums	246	210	210	13	110	105	5	5%	210
Community Halls and Facilities	525	814	814	29	196	407	(211)	-52%	814
Libraries and Archives	8 130	9 406	9 406	7	39	4 703	(4 664)	-99%	9 406
Sport and recreation	7 477	9 020	9 020	240	2 806	4 510	(1 704)	-38%	9 020
Recreational Facilities	7 347	8 575	8 575	237	2 752	4 287	(1 536)	-36%	8 575
Sports Grounds and Stadiums	130	446	446	3	54	223	(169)	-76%	446

Description	2017/18	Budget Year 2018/19							Full Year Forecast
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance		
R thousands									
Public safety	3	6	6	0	0	3	(3)	-92%	6
<i>Fire Fighting and Protection</i>	3	6	6	0	0	3	(3)	-92%	6
Housing	12 766	33 091	33 091	7	194	16 546	(16 352)	-99%	33 091
<i>Housing</i>	12 766	33 091	33 091	7	194	16 546	(16 352)	-99%	33 091
Economic and environmental services	32 369	43 682	44 622	9 885	12 993	22 311	(9 318)	-42%	44 622
Planning and development	1 540	2 510	2 510	49	737	1 255	(519)	-41%	2 510
<i>Economic Development/Planning</i>	295	288	288	–	–	144	(144)	-100%	288
<i>Town Planning, Building Regulations and Enforcemen</i>	1 233	1 691	1 691	49	737	846	(109)	-13%	1 691
<i>Project Management Unit</i>	11	531	531	–	–	266	(266)	-100%	531
Road transport	30 827	41 160	41 160	9 834	12 249	20 580	(8 331)	-40%	41 160
<i>Police Forces, Traffic and Street Parking Control</i>	26 637	26 166	26 166	284	2 692	13 083	(10 391)	-79%	26 166
<i>Roads</i>	4 189	14 993	14 993	9 550	9 557	7 497	2 060	27%	14 993
Environmental protection	2	12	952	3	8	476	(468)	-98%	952
<i>Biodiversity and Landscape</i>	2	12	952	2	8	476	(468)	-98%	952
<i>Pollution Control</i>	0	–	–	0	0	–	0		–
Trading services	344 933	337 984	338 750	30 542	154 892	169 375	(14 483)	-9%	338 750
Energy sources	209 994	240 206	240 206	14 572	103 078	120 103	(17 025)	-14%	240 206
<i>Electricity</i>	209 994	238 858	238 858	14 468	102 975	119 429	(16 454)	-14%	238 858
<i>Street Lighting and Signal Systems</i>	–	1 348	1 348	103	103	674	(570)	-85%	1 348
Water management	67 545	52 679	53 179	6 271	21 157	26 590	(5 432)	-20%	53 179
<i>Water Distribution</i>	67 545	52 679	53 179	6 271	21 157	26 590	(5 432)	-20%	53 179
Waste water management	41 431	22 399	22 399	7 703	18 071	11 200	6 871	61%	22 399
<i>Sewerage</i>	39 642	18 266	18 266	5 162	15 529	9 133	6 397	70%	18 266
<i>Storm Water Management</i>	1 789	4 133	4 133	2 541	2 541	2 067	475	23%	4 133
Waste management	25 962	22 700	22 966	1 996	12 586	11 483	1 103	10%	22 966
<i>Solid Waste Removal</i>	25 962	22 700	22 966	1 996	12 586	11 483	1 103	10%	22 966
Total Revenue - Functional	564 409	615 716	617 522	73 547	292 542	308 761	(16 219)	-5%	617 522

WC022 Witzenberg - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 December

Description	2017/18	Budget Year 2018/19							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Expenditure - Functional									
<i>Municipal governance and administration</i>	88 216	115 817	116 595	11 295	53 661	58 297	(4 636)	-8%	116 595
Executive and council	22 887	27 771	27 725	2 212	11 013	13 862	(2 850)	-21%	27 725
Mayor and Council	13 781	17 908	18 076	1 499	6 960	9 038	(2 078)	-23%	18 076
Municipal Manager, Town Secretary and Chief Execut	9 106	9 863	9 648	713	4 052	4 824	(772)	-16%	9 648
Finance and administration	63 186	85 942	86 766	8 883	41 462	43 383	(1 921)	-4%	86 766
Administrative and Corporate Support	8 010	6 682	9 203	1 118	4 979	4 602	377	8%	9 203
Asset Management	59	6 288	4 085	0	6	2 043	(2 036)	-100%	4 085
Budget and Treasury Office	9 631	16 913	16 524	1 380	7 450	8 262	(812)	-10%	16 524
Finance	10 169	13 476	13 486	2 032	7 460	6 743	718	11%	13 486
Fleet Management	1 756	3 122	3 109	196	1 276	1 555	(279)	-18%	3 109
Human Resources	17 485	19 167	19 185	2 064	12 585	9 592	2 993	31%	19 185
Information Technology	2 056	3 179	4 116	514	1 371	2 058	(687)	-33%	4 116
Legal Services	1 780	2 248	2 234	137	1 131	1 117	15	1%	2 234
Marketing, Customer Relations, Publicity and Media	3 055	3 580	3 656	309	1 624	1 828	(204)	-11%	3 656
Property Services	3 554	3 334	3 336	705	884	1 668	(784)	-47%	3 336
Risk Management	3	407	407	–	13	203	(190)	-93%	407
Supply Chain Management	4 869	5 844	5 723	401	2 350	2 862	(512)	-18%	5 723
Valuation Service	758	1 703	1 703	27	332	851	(520)	-61%	1 703
Internal audit	2 144	2 104	2 104	200	1 187	1 052	135	13%	2 104
Governance Function	2 144	2 104	2 104	200	1 187	1 052	135	13%	2 104
<i>Community and public safety</i>	70 971	82 467	81 189	6 601	29 270	40 594	(11 325)	-28%	81 189
Community and social services	21 733	25 460	25 297	2 388	11 124	12 648	(1 524)	-12%	25 297
Aged Care	4 541	4 298	4 239	490	2 266	2 119	147	7%	4 239
Cemeteries, Funeral Parlours and Crematoriums	2 581	3 272	3 247	252	1 398	1 624	(225)	-14%	3 247
Child Care Facilities	26	771	771	–	2	386	(384)	-100%	771
Community Halls and Facilities	5 441	5 903	5 957	645	2 621	2 979	(358)	-12%	5 957
Disaster Management	57	56	56	5	13	28	(14)	-52%	56
Education	8	661	661	–	4	331	(327)	-99%	661
Libraries and Archives	9 079	10 499	10 366	996	4 819	5 183	(364)	-7%	10 366
Sport and recreation	23 574	28 896	27 803	2 958	11 401	13 901	(2 500)	-18%	27 803
Community Parks (including Nurseries)	5 591	6 678	6 676	840	2 927	3 338	(412)	-12%	6 676
Recreational Facilities	13 592	17 469	16 378	1 620	6 327	8 189	(1 862)	-23%	16 378
Sports Grounds and Stadiums	4 391	4 748	4 748	498	2 148	2 374	(226)	-10%	4 748
Public safety	9 196	8 925	8 925	927	4 601	4 463	138	3%	8 925
Fire Fighting and Protection	9 196	8 925	8 925	927	4 601	4 463	138	3%	8 925
Housing	16 468	19 186	19 164	328	2 143	9 582	(7 439)	-78%	19 164
Housing	16 143	17 593	17 571	317	2 022	8 785	(6 763)	-77%	17 571
Informal Settlements	325	1 594	1 594	11	121	797	(676)	-85%	1 594

Description	2017/18	Budget Year 2018/19							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	YearTD budget
R thousands									
Economic and environmental services	62 903	65 573	66 267	6 403	25 175	33 133	(7 958)	-24%	66 267
Planning and development	8 797	10 614	10 856	766	4 090	5 428	(1 338)	-25%	10 856
<i>Corporate Wide Strategic Planning (IDPs, LEDs)</i>	1 761	2 308	2 304	134	781	1 152	(371)	-32%	2 304
<i>Economic Development/Planning</i>	1 921	2 215	2 217	158	647	1 108	(461)	-42%	2 217
<i>Town Planning, Building Regulations and Enforcement</i>	3 637	3 748	3 997	341	1 879	1 999	(119)	-6%	3 997
<i>Project Management Unit</i>	1 479	2 342	2 338	133	782	1 169	(387)	-33%	2 338
Road transport	52 785	53 213	52 741	5 499	20 368	26 371	(6 003)	-23%	52 741
<i>Police Forces, Traffic and Street Parking Control</i>	31 375	28 142	28 162	1 461	7 479	14 081	(6 602)	-47%	28 162
<i>Roads</i>	21 410	25 071	24 579	4 038	12 889	12 290	599	5%	24 579
Environmental protection	1 321	1 747	2 669	138	717	1 335	(617)	-46%	2 669
<i>Biodiversity and Landscape</i>	388	1 747	2 669	35	206	1 335	(1 128)	-85%	2 669
<i>Pollution Control</i>	934	–	–	104	511	–	511		–
Trading services	293 298	317 593	315 762	30 040	128 219	157 881	(29 662)	-19%	315 762
Energy sources	201 572	224 738	223 239	14 936	88 421	111 620	(23 199)	-21%	223 239
<i>Electricity</i>	199 399	222 463	220 964	14 795	86 990	110 482	(23 493)	-21%	220 964
<i>Street Lighting and Signal Systems</i>	2 173	2 275	2 275	141	1 431	1 137	294	26%	2 275
Water management	28 025	28 985	28 768	5 604	12 371	14 384	(2 013)	-14%	28 768
<i>Water Treatment</i>	34	1 458	1 458	2	12	729	(718)	-98%	1 458
<i>Water Distribution</i>	25 401	23 935	23 968	5 160	10 639	11 984	(1 345)	-11%	23 968
<i>Water Storage</i>	2 590	3 592	3 341	442	1 720	1 671	49	3%	3 341
Waste water management	28 364	29 256	29 089	5 557	13 086	14 544	(1 458)	-10%	29 089
<i>Public Toilets</i>	1 363	1 660	1 658	130	711	829	(118)	-14%	1 658
<i>Sewerage</i>	20 919	19 661	19 671	4 165	9 034	9 836	(801)	-8%	19 671
<i>Storm Water Management</i>	6 049	5 621	5 444	1 262	3 339	2 722	617	23%	5 444
<i>Waste Water Treatment</i>	33	2 315	2 315	1	2	1 158	(1 156)	-100%	2 315
Waste management	35 338	34 615	34 666	3 943	14 341	17 333	(2 992)	-17%	34 666
<i>Solid Waste Disposal (Landfill Sites)</i>	8 543	10 735	10 763	496	2 051	5 381	(3 330)	-62%	10 763
<i>Solid Waste Removal</i>	25 366	22 639	22 662	3 305	11 550	11 331	219	2%	22 662
<i>Street Cleaning</i>	1 429	1 241	1 241	142	740	621	119	19%	1 241
Other	828	893	893	3	417	447	(30)	-7%	893
Licensing and Regulation	60	87	87	3	14	44	(30)	-68%	87
Tourism	768	806	806	–	403	403	(0)	0%	806
Total Expenditure - Functional	516 217	582 344	580 705	54 342	236 741	290 352	(53 612)	-18%	580 705
Surplus/ (Deficit) for the year	48 192	33 372	36 817	19 205	55 801	18 409	37 393	203%	36 817

The table provides detail of revenue and expenditure according to municipal votes including capital transfers.

WC022 Witzenberg - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M06
December

Vote Description	2017/18	Budget Year 2018/19							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Revenue by Vote									
Vote 1 - Financial Services	83 282	89 434	89 434	4 229	55 618	44 717	10 901	24.4%	89 434
Vote 2 - Community Services	128 355	167 972	168 912	28 990	70 541	84 456	(13 915)	-16.5%	168 912
Vote 3 - Corporate Services	212	597	697	–	145	348	(204)	-58.5%	697
Vote 4 - Technical Services	352 005	356 363	357 129	40 283	165 967	178 564	(12 598)	-7.1%	357 129
Vote 5 - Municipal Manager	554	1 350	1 350	44	272	675	(403)	-59.7%	1 350
Total Revenue by Vote	564 409	615 716	617 522	73 547	292 542	308 761	(16 219)	-5.3%	617 522
Vote 1 - Financial Services	27 219	45 537	42 845	3 979	18 447	21 422	(2 975)	-13.9%	42 845
Vote 2 - Community Services	106 806	115 777	115 420	8 352	38 121	57 710	(19 588)	-33.9%	115 420
Vote 3 - Corporate Services	50 721	56 641	60 455	6 388	29 770	30 228	(458)	-1.5%	60 455
Vote 4 - Technical Services	321 647	351 143	349 177	34 762	145 098	174 589	(29 490)	-16.9%	349 177
Vote 5 - Municipal Manager	9 824	13 246	13 057	860	5 304	6 529	(1 225)	-18.8%	13 057
Total Expenditure by Vote	516 217	582 344	580 954	54 342	236 741	290 477	(53 736)	-18.5%	580 954
Surplus/ (Deficit) for the year	48 192	33 372	36 568	19 205	55 801	18 284	37 517	205.2%	36 568

WC022 Witzenberg - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - A - M06 December

Vote Description	2017/18	Budget Year 2018/19							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousand									
Revenue by Vote									
Vote 1 - Financial Services	83 282	89 434	89 434	4 229	55 618	44 717	10 901	24%	89 434
1.1 - Assessment Rates	60 998	73 667	73 667	3 132	45 644	36 834	8 811	24%	73 667
1.2 - Treasury: Administration	22 570	19 029	19 029	1 139	10 489	9 514	974	10%	19 029
1.3 - Treasury: Debtors	(1 058)	(3 487)	(3 487)	(42)	(574)	(1 744)	1 170	-67%	(3 487)
1.4 - Treasury: Credit controle	90	210	210	0	27	105	(78)	-75%	210
1.5 - Supply Chain Management	682	16	16	0	32	8	24	305%	16
Vote 2 - Community Services	128 355	167 972	168 912	28 990	70 541	84 456	(13 915)	-16%	168 912
2.1 - Cemeteries	246	210	210	13	110	105	5	5%	210
2.2 - Housing: Administration	13 006	33 612	33 612	21	295	16 806	(16 511)	-98%	33 612
2.3 - Library Services	8 130	9 406	9 406	7	39	4 703	(4 664)	-99%	9 406
2.4 - Fire Protection Services	3	6	6	0	0	3	(3)	-92%	6
2.5 - Pine Forest : Administration	7 346	8 573	8 573	237	2 752	4 286	(1 535)	-36%	8 573
2.7-Community Halls And Facilities	321	571	571	19	163	285	(123)	-43%	571
2.8-Licensing & Regulation	100	103	103	13	90	52	38	74%	103
2.9-Enviromental Protection	2	12	952	3	8	476	(468)	-98%	952
2.10-Parks	(2)	107	107	-	-	53	(53)	-100%	107
2.11-Traffic	26 637	21 289	21 289	284	2 692	10 644	(7 952)	-75%	21 289
2.13-Social & Welfare Services	72 016	88 298	88 298	28 381	64 305	44 149	20 157	46%	88 298
2.15-Recreational Land	130	446	446	3	54	223	(169)	-76%	446
2.16-Swimming Pools	126	175	175	10	33	88	(54)	-62%	175
2.17-Vehicle Licensing & Testing	-	4 878	4 878	-	-	2 439	(2 439)	-100%	4 878
2.18-L E D	295	288	288	-	-	144	(144)	-100%	288
Vote 3 - Corporate Services	212	597	697	-	145	348	(204)	-58%	697
3.3-Human Resources	212	585	585	-	145	292	(148)	-51%	585
3.7-Marketing & Communications	-	4	104	-	-	52	(52)	-100%	104
3.9-Administration	0	8	8	-	0	4	(4)	-98%	8
Vote 4 - Technical Services	352 005	356 363	357 129	40 283	165 967	178 564	(12 598)	-7%	357 129
4.1-Building Regulations & Enforce	690	848	848	26	526	424	102	24%	848
4.2-Electricity: Administration	211 203	240 464	240 464	14 565	103 521	120 232	(16 711)	-14%	240 464
4.3-Electricity: Street Lights	-	1 348	1 348	103	103	674	(570)	-85%	1 348
4.5-Sewerage	40 320	18 541	18 541	5 221	15 896	9 271	6 625	71%	18 541
4.7-Town Planning	303	713	713	9	79	357	(277)	-78%	713
4.8-Stormwater Management	1 789	4 133	4 133	2 541	2 541	2 067	475	23%	4 133
4.9-Roads	4 189	14 993	14 993	9 550	9 557	7 497	2 060	27%	14 993
4.10-Solid Waste (Dumping Site)	859	1 296	1 296	1	212	648	(436)	-67%	1 296
4.11-Solid Waste (Garden)	-	4	4	-	-	2	(2)	-100%	4
4.12-Solid Waste (Removal)	25 107	21 343	21 609	1 995	12 374	10 805	1 569	15%	21 609
4.14-Water Distribution	67 545	52 679	53 179	6 271	21 157	26 590	(5 432)	-20%	53 179
Vote 5 - Muncipal Manager	554	1 350	1 350	44	272	675	(403)	-60%	1 350
5.1-Property & Legal Services	543	819	819	44	272	410	(138)	-34%	819
5.3-Project Management	11	531	531	-	-	266	(266)	-100%	531
Total Revenue by Vote	564 409	615 716	617 522	73 547	292 542	308 761	(16 219)	-5%	617 522
Vote 1 - Financial Services	27 219	45 537	42 845	3 979	18 447	21 422	(2 975)	-14%	42 845
1.1 - Assessment Rates	(1 651)	870	870	1 004	1 514	435	1 079	248%	870
1.2 - Treasury: Administration	9 688	23 200	20 609	1 381	7 455	10 304	(2 849)	-28%	20 609
1.3 - Treasury: Debtors	5 136	5 977	5 891	427	2 443	2 946	(502)	-17%	5 891
1.4 - Treasury: Credit controle	7 420	7 980	8 076	625	3 822	4 038	(216)	-5%	8 076
1.5 - Supply Chain Management	4 871	5 844	5 723	401	2 350	2 862	(512)	-18%	5 723
1.6 - Director: Finance	1 755	1 665	1 676	141	863	838	25	3%	1 676
Vote 2 - Community Services	106 806	115 777	115 420	8 352	38 121	57 710	(19 588)	-34%	115 420
2.1 - Cemeteries	2 581	3 272	3 247	252	1 398	1 624	(225)	-14%	3 247
2.2 - Housing: Administration	16 468	19 186	19 164	328	2 143	9 582	(7 439)	-78%	19 164
2.3 - Library Services	9 079	10 258	10 265	996	4 819	5 132	(313)	-6%	10 265
2.4 - Fire Protection Services	9 196	8 925	8 925	927	4 601	4 463	138	3%	8 925
2.5 - Pine Forest : Administration	10 404	10 619	10 590	1 066	4 831	5 295	(464)	-9%	10 590
2.6-Klipriver Park: Administration	867	1 258	1 256	86	446	628	(182)	-29%	1 256
2.7-Community Halls And Facilities	5 043	5 501	5 506	617	2 445	2 753	(308)	-11%	5 506
2.8-Licensing & Regulation	60	87	87	3	14	44	(30)	-68%	87
2.9-Enviromental Protection	1 321	1 747	2 686	138	717	1 343	(626)	-47%	2 686
2.10-Parks	5 578	6 904	6 902	838	2 918	3 451	(533)	-15%	6 902
2.11-Traffic	27 953	24 311	24 347	1 170	5 751	12 174	(6 423)	-53%	24 347
2.12-Disaster Management	57	56	56	5	13	28	(14)	-52%	56
2.13-Social & Welfare Services	4 575	5 731	5 671	490	2 272	2 836	(564)	-20%	5 671
2.15-Recreational Land	4 391	4 748	4 748	498	2 148	2 374	(226)	-10%	4 748

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2.16-Swimming Pools	2 322	5 592	4 532	468	1 050	2 266	(1 216)	-54%	4 532
2.17-Vehicle Licensing & Testing	3 422	3 831	3 835	290	1 728	1 917	(189)	-10%	3 835
2.18-L E D	1 921	2 215	2 217	158	647	1 108	(461)	-42%	2 217
2.19-Director: Community Services	1 569	1 535	1 385	21	178	692	(514)	-74%	1 385
Vote 3 - Corporate Services	50 721	56 641	60 455	6 388	29 770	30 228	(458)	-2%	60 455
3.1-Property Administration	3 529	410	409	705	884	205	680	332%	409
3.2-Information Tecnology	2 056	3 107	4 042	510	1 350	2 021	(671)	-33%	4 042
3.3-Human Resources	17 485	19 167	19 185	2 064	12 585	9 592	2 993	31%	19 185
3.5-Council Cost	13 781	17 908	18 076	1 499	6 960	9 038	(2 078)	-23%	18 076
3.5-Town Secretary	1 200	1 298	1 298	106	644	649	(5)	-1%	1 298
3.6-Tourism	768	806	806	–	403	403	(0)	0%	806
3.7-Marketing & Communications	3 055	3 652	3 730	313	1 644	1 865	(221)	-12%	3 730
3.8-Thusong Centre	417	422	472	29	184	236	(52)	-22%	472
3.9-Administration	6 811	8 113	10 634	1 012	4 335	5 317	(982)	-18%	10 634
3.10-Director Corporate Services	1 620	1 758	1 804	150	780	902	(122)	-14%	1 804
Vote 4 - Technical Services	321 647	351 143	349 177	34 762	145 098	174 589	(29 490)	-17%	349 177
4.1-Building Regulations & Enforce	2 500	2 558	2 558	244	1 289	1 279	10	1%	2 558
4.2-Electricity: Administration	199 246	223 698	221 670	14 606	87 143	110 835	(23 693)	-21%	221 670
4.3-Electricity: Street Lights	134	–	–	67	67	–	67	#DIV/0!	–
4.4-Mechanical Workshop	1 756	3 122	3 109	196	1 276	1 555	(279)	-18%	3 109
4.4-Public Toilets	1 363	1 660	1 658	130	711	829	(118)	-14%	1 658
4.5-Sewerage	23 139	22 748	23 359	4 428	10 247	11 680	(1 433)	-12%	23 359
4.7-Town Planning	1 136	1 189	1 439	97	590	720	(129)	-18%	1 439
4.8-Stormwater Management	6 049	5 621	5 445	1 262	3 339	2 723	617	23%	5 445
4.9-Roads	21 410	25 071	24 579	4 038	12 889	12 290	599	5%	24 579
4.10-Solid Waste (Dumping Site)	8 543	10 735	10 763	496	2 051	5 381	(3 330)	-62%	10 763
4.11-Solid Waste (Garden)	13 672	12 443	12 320	1 218	5 952	6 160	(208)	-3%	12 320
4.12-Solid Waste (Removal)	13 122	11 437	11 583	2 229	6 337	5 791	546	9%	11 583
4.13-Water Storage	2 590	3 606	3 356	442	1 720	1 678	42	3%	3 356
4.14-Water Distribution	25 435	25 615	25 648	5 161	10 650	12 824	(2 174)	-17%	25 648
4.15-Director: Technical Services	1 552	1 641	1 689	147	836	844	(9)	-1%	1 689
Vote 5 - Municipal Manager	9 824	13 246	13 057	860	5 304	6 529	(1 225)	-19%	13 057
5.1-Property & Legal Services	1 805	2 463	2 452	137	1 131	1 226	(95)	-8%	2 452
5.2-IDP	1 761	2 308	2 304	134	781	1 152	(371)	-32%	2 304
5.3-Project Management	512	1 028	1 023	48	269	512	(243)	-47%	1 023
5.4-Performance Management	967	1 314	1 314	85	513	657	(144)	-22%	1 314
5.5-Internal Audit	2 147	2 511	2 511	200	1 200	1 255	(55)	-4%	2 511
5.6-Municipal Manager	2 632	3 622	3 452	256	1 409	1 726	(317)	-18%	3 452
Total Expenditure by Vote	516 217	582 344	580 954	54 342	236 741	290 477	(53 736)	(0)	580 954
Surplus/ (Deficit) for the year	48 192	33 372	36 568	19 205	55 801	18 284	37 517	0	36 568

The table provides detail of revenue according to source and expenditure according to type.

WC022 Witzenberg - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M06 December

Description	2017/18	Budget Year 2018/19							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Revenue By Source									
Property rates	63 712	70 002	70 002	3 336	49 818	35 001	14 817	42%	70 002
Service charges - electricity revenue	210 359	235 714	235 714	14 275	102 918	117 857	(14 939)	-13%	235 714
Service charges - water revenue	45 429	41 882	41 882	2 799	16 093	20 941	(4 848)	-23%	41 882
Service charges - sanitation revenue	26 997	17 387	17 387	1 913	11 759	8 693	3 066	35%	17 387
Service charges - refuse revenue	23 384	21 424	21 424	1 803	11 505	10 712	793	7%	21 424
Service charges - other	–	–	–	–	–	–	–	–	–
Rental of facilities and equipment	5 990	10 198	10 198	206	2 274	5 099	(2 825)	-55%	10 198
Interest earned - external investments	8 122	8 198	8 198	491	3 181	4 099	(919)	-22%	8 198
Interest earned - outstanding debtors	10 927	7 284	7 284	894	4 904	3 642	1 262	35%	7 284
Dividends received	–	4	4	–	–	2	(2)	-100%	4
Fines, penalties and forfeits	22 002	18 904	18 904	7	641	9 452	(8 811)	-93%	18 904
Licences and permits	4 751	3 655	3 655	289	2 163	1 828	336	18%	3 655
Agency services	–	4 878	4 878	–	–	2 439	(2 439)	-100%	4 878
Transfers recognised - operational	93 967	91 069	92 875	28 493	64 905	46 438	18 468	40%	92 875
Other revenue	13 993	9 271	9 271	391	3 575	9 271	(5 696)	-61%	9 271
Gains on disposal of PPE	–	–	–	–	–	–	–	–	–
Total Revenue (excluding capital transfers and contributions)	529 632	539 869	541 676	54 897	273 737	275 473	(1 737)	-1%	541 676
Expenditure By Type									
Employee related costs	155 415	177 699	174 891	14 610	86 674	87 446	(771)	-1%	174 891
Remuneration of councillors	9 170	10 709	10 709	761	4 521	5 355	(833)	-16%	10 709
Debt impairment	1 108	22 203	22 203	–	–	11 101	(11 101)	-100%	(0)
Depreciation & asset impairment	28 699	43 032	44 032	12 524	12 531	22 016	(9 485)	-43%	56 492
Finance charges	8 675	3 671	3 685	57	392	1 843	(1 450)	-79%	3 685
Bulk purchases	179 705	197 541	197 541	11 474	77 153	98 770	(21 617)	-22%	197 541
Other materials	15 173	21 021	20 601	848	7 185	10 301	(3 115)	-30%	20 601
Contracted services	36 101	41 902	41 291	3 760	18 094	20 645	(2 551)	-12%	41 291
Transfers and grants	13 920	14 407	14 358	2	684	7 179	(6 495)	-90%	14 358
Other expenditure	68 250	50 159	51 535	10 305	29 505	25 767	3 738	15%	56 465
Loss on disposal of PPE	–	–	–	–	–	–	–	–	–
Total Expenditure	516 217	582 344	580 846	54 342	236 741	290 423	(53 682)	-18%	576 034
Surplus/(Deficit)	13 415	(42 474)	(39 170)	555	36 996	(14 950)	51 945	(0)	(34 358)
Transfers recognised - capital	34 777	75 847	75 847	18 651	18 805	37 923	(19 118)	(0)	75 847
Contributions recognised - capital	–	–	–	–	–	–	–	–	–
Contributed assets	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	48 192	33 372	36 676	19 205	55 801	22 973			41 488
Surplus/(Deficit) attributable to Share of surplus/ (deficit) of associate	48 192	33 372	36 676	19 205	55 801	22 973			41 488
Surplus/ (Deficit) for the year	48 192	33 372	36 676	19 205	55 801	22 973			41 488

The revenue and expenditure figures excludes internal charges.

The tables provides detail of capital expenditure according to municipal votes.

WC022 Witzenberg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - M06 December

Vote Description	2017/18	Budget Year 2018/19							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands								%	
Multi-Year expenditure appropriation									
Vote 2 - Community Services	–	650	890	–	6	445	(439)	-99%	890
Vote 4 - Technical Services	14 570	45 777	45 777	257	15 485	22 889	(7 403)	-32%	45 777
Total Capital Multi-year expenditure	14 570	46 427	46 667	257	15 491	23 334	(7 842)	-34%	46 667
Single Year expenditure appropriation									
Vote 1 - Financial Services	215	180	180	–	5	90	(85)	-94%	180
Vote 2 - Community Services	5 950	4 282	5 569	83	212	2 784	(2 572)	-92%	5 569
Vote 3 - Corporate Services	1 257	970	1 911	123	244	955	(711)	-74%	1 911
Vote 4 - Technical Services	41 782	29 312	31 122	1 714	15 941	15 561	380	2%	31 122
Vote 5 - Muncipal Manager	27	150	150	1	1	75	(74)	-99%	150
Total Capital single-year expenditure	49 231	34 894	38 931	1 921	16 404	19 466	(3 061)	-16%	38 931
Total Capital Expenditure	63 800	81 321	85 599	2 178	31 896	42 799	(10 904)	-25%	85 599

WC022 Witzenberg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - M06 December

Vote Description	2017/18	Budget Year 2018/19							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Capital Expenditure - Standard Classification									
<i>Governance and administration</i>	1 587	1 360	3 383	130	290	1 691	(1 401)	-83%	3 383
Executive and council	290	270	1 452	7	73	726	(653)	-90%	1 452
Finance and administration	1 297	1 090	1 931	123	217	965	(748)	-78%	1 931
<i>Community and public safety</i>	3 586	3 402	4 693	21	88	2 346	(2 258)	-96%	4 693
Community and social services	645	1 000	1 304	–	0	652	(652)	-100%	1 304
Sport and recreation	2 034	2 402	3 389	21	88	1 694	(1 606)	-95%	3 389
Public safety	549	–	–	–	–	–	–		–
Housing	359	–	–	–	–	–	–		–
<i>Economic and environmental service.</i>	11 549	29 768	30 109	1 030	17 743	15 055	2 688	18%	30 109
Planning and development	20	–	236	57	109	118	(9)	-7%	236
Road transport	11 529	28 268	28 373	974	17 634	14 187	3 447	24%	28 373
Environmental protection	–	1 500	1 500	–	–	750	(750)	-100%	1 500
<i>Trading services</i>	47 078	46 791	47 414	998	13 774	23 707	(9 933)	-42%	47 414
Energy sources	4 728	11 654	11 654	126	2 523	5 827	(3 304)	-57%	11 654
Water management	22 269	14 746	15 246	524	4 171	7 623	(3 452)	-45%	15 246
Waste water management	16 820	19 219	19 342	195	6 072	9 671	(3 599)	-37%	19 342
Waste management	3 261	1 171	1 171	154	1 008	586	422	72%	1 171
Total Capital Expenditure - Standard Classification	63 800	81 321	85 599	2 178	31 896	42 799	(10 904)	-25%	85 599
Funded by:									
National Government	20 014	33 070	33 070	971	6 151	16 535	(10 383)	-63%	33 070
Provincial Government	14 170	19 569	19 569	–	12 500	9 784	2 716	28%	19 569
District Municipality	–	300	800	457	457	400	57	14%	800
Transfers recognised - capital	34 183	52 938	53 438	1 427	19 108	26 719	(7 611)	-28%	53 438
Borrowing	3 528	1 550	1 550	–	494	775	(281)	-36%	1 550
Internally generated funds	26 089	26 833	30 610	751	12 294	15 305	(3 011)	-20%	30 610
Total Capital Funding	63 800	81 321	85 599	2 178	31 896	42 799	(10 904)	-25%	85 599

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FINANCE MONTHLY REPORT DECEMBER 2018 / FINANSIES MAANDELIKSE VERSLAG – DESEMBER 2018

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FINANCE MONTHLY REPORT DECEMBER 2018 / FINANSIES MAANDELIKSE VERSLAG – DESEMBER 2018

							-		
Total single-year capital expenditure	58 065	77 219	38 931	1 921	16 404	19 466	(3 061)	(0)	38 931
Total Capital Expenditure	72 635	123 646	85 599	2 178	31 896	42 799	(10 904)	(0)	85 599

The table provides detail of the municipality's financial position as at period end.

WC022 Witzenberg - Table C6 Monthly Budget Statement - Financial Position - M06 December

Description	2017/18	Budget Year 2018/19			
	Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
R thousands					
ASSETS					
Current assets					
Cash	97 506	83 129	177 259	38 656	38 656
Call investment deposits	–	47	47	85 000	85 000
Consumer debtors	57 003	(33 750)	23 254	67 255	67 255
Other debtors	12 701	14 940	27 641	7 883	7 883
Current portion of long-term receivables	–	–	–	–	–
Inventory	11 402	1 435	13 903	10 373	10 373
Total current assets	178 612	65 801	242 104	209 168	209 168
Non current assets					
Long-term receivables	–	–	–	–	–
Investments	–	4	4	–	–
Investment property	45 660	(626)	45 034	45 518	45 518
Investments in Associate	–	–	–	–	–
Property, plant and equipment	856 160	38 951	899 388	863 400	875 860
Agricultural	–	–	–	–	–
Biological assets	–	–	–	–	–
Intangible assets	2 837	(36)	2 802	2 650	2 650
Other non-current assets	550	–	550	550	550
Total non current assets	905 207	38 293	947 778	912 118	924 578
TOTAL ASSETS	1 083 819	104 095	1 189 882	1 121 286	1 133 746
LIABILITIES					
Current liabilities					
Bank overdraft	–	–	–	–	–
Borrowing	–	–	–	–	–
Consumer deposits	6 418	–	6 418	6 722	6 722
Trade and other payables	53 808	46 998	99 564	44 405	44 405
Provisions	17 426	8 491	25 917	16 426	16 426
Total current liabilities	77 653	55 489	131 900	67 553	67 553
Non current liabilities					
Borrowing	4 175	2 200	6 389	2 573	2 573
Provisions	154 570	13 033	167 603	160 398	160 398
Total non current liabilities	158 745	15 233	173 993	162 971	162 971
TOTAL LIABILITIES	236 399	70 723	305 893	230 524	230 524
NET ASSETS	847 421	33 372	883 989	890 761	903 222
COMMUNITY WEALTH/EQUITY					
Accumulated Surplus/(Deficit)	837 066	33 372	873 634	892 867	892 867
Reserves	10 355	–	10 355	10 355	10 355
TOTAL COMMUNITY WEALTH/EQUITY	847 421	33 372	883 989	903 222	903 222

The cash flows for the year to date are indicated in the following table:

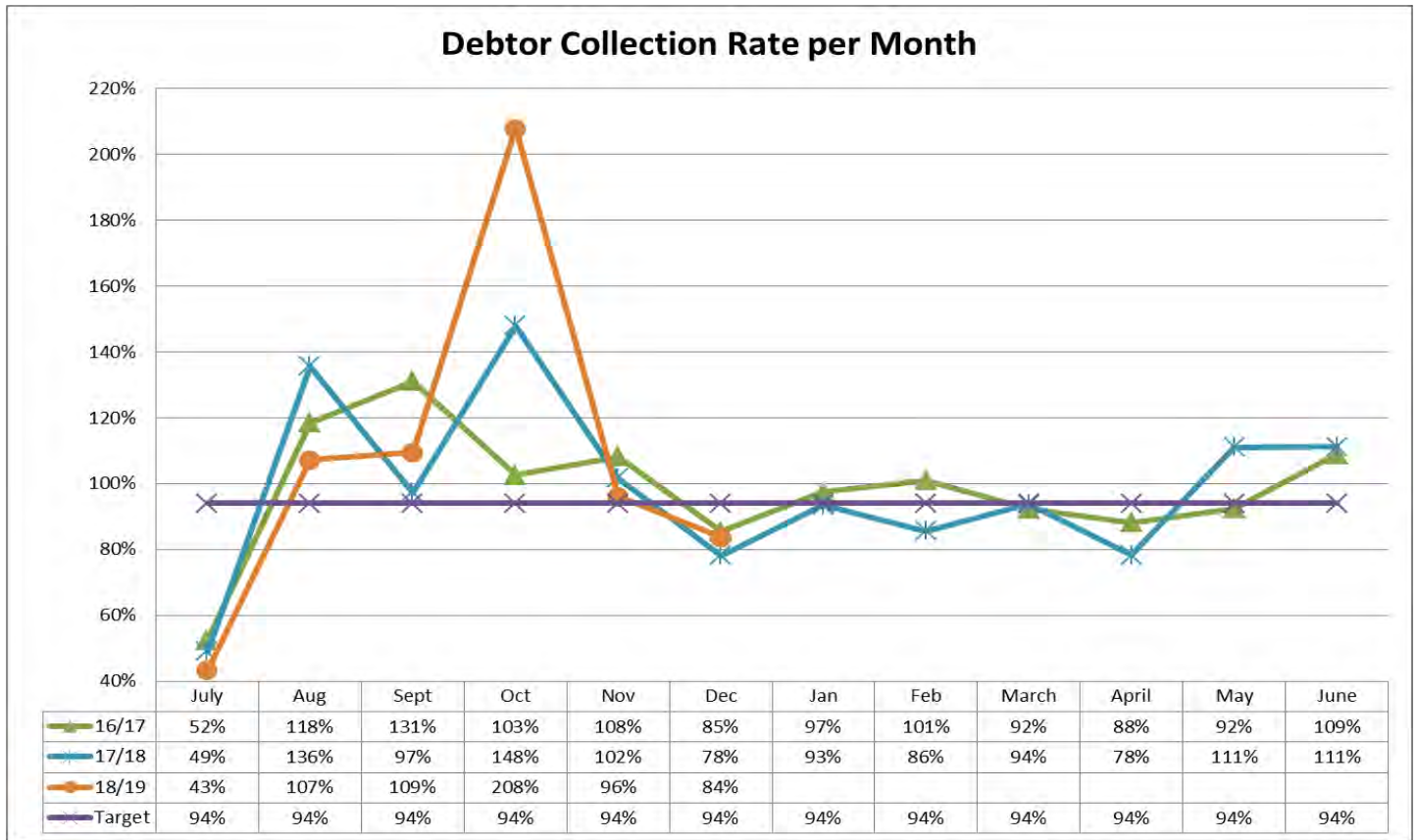
WC022 Witzenberg - Table C7 Monthly Budget Statement - Cash Flow - M06 December

Description	2017/18	Budget Year 2018/19							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
CASH FLOW FROM OPERATING ACTIVITIES									
Receipts									
Property rates, penalties & collection charges	63 592	61 689	61 689	3 164	45 649	30 845	14 805	48%	61 689
Service charges	308 615	291 601	291 601	22 286	161 703	145 800	15 903	11%	291 601
Other revenue	–	17 246	17 246	745	10 118	8 623	1 495	17%	17 246
Government - operating	132 666	97 846	97 846	28 183	73 822	48 923	24 899	51%	97 846
Government - capital	–	63 230	63 230	7 566	33 466	31 615	1 851	6%	63 230
Interest	19 166	13 112	13 112	491	3 181	6 556	(3 375)	-51%	13 112
Dividends									
Payments									
Suppliers and employees	(424 386)	(369 994)	(369 994)	(71 540)	(266 124)	(184 997)	81 127	-44%	(369 994)
Finance charges	(15 676)	(938)	(938)	(57)	(145)	(469)	(324)	69%	(938)
Transfers and Grants	–	(587)	(587)	(2)	(684)	(294)	390	-133%	(587)
NET CASH FROM/(USED) OPERATING ACTIVITIES	83 978	173 205	173 205	(9 164)	60 986	86 603	136 770	158%	173 205
CASH FLOWS FROM INVESTING ACTIVITIES									
Receipts									
Proceeds on disposal of PPE	3 790	–	–	–	–	–	–		–
Decrease (Increase) in non-current debtors	–	–	–	–	–	–	–		–
Decrease (increase) other non-current receivables	–	–	–	–	–	–	–		–
Decrease (increase) in non-current investments	–	–	–	(35 000)	(85 000)	–	(85 000)		–
Payments									
Capital assets	(63 800)	(83 247)	(83 247)	(2 511)	(34 084)	(41 623)	(7 540)	18%	(83 247)
NET CASH FROM/(USED) INVESTING ACTIVITIES	(60 010)	(83 247)	(83 247)	(37 511)	(119 084)	(41 623)	77 460	-186%	(83 247)
CASH FLOWS FROM FINANCING ACTIVITIES									
Receipts									
Short term loans	–	–	–	–	–	–	–		–
Borrowing long term/refinancing	–	3 500	3 500	–	–	1 750	(1 750)	-100%	3 500
Increase (decrease) in consumer deposits	1 023	–	–	46	409	–	409		–
Payments									
Repayment of borrowing	(3 818)	–	–	(109)	(1 167)	–	1 167		–
NET CASH FROM/(USED) FINANCING ACTIVITIES	(2 795)	3 500	3 500	(63)	(758)	1 750	2 508	143%	(758)
NET INCREASE/ (DECREASE) IN CASH HELD	21 173	93 458	93 458	(46 738)	(58 855)	46 729			–
Cash/cash equivalents at beginning:	76 333	–	–		97 502	–			97 502
Cash/cash equivalents at month/year end:	97 506	93 458	93 458		38 647	46 729			190 961

The debtors age analysis per Income source and customer group is as follows:

WC022 Witzenberg - Supporting Table SC3 Monthly Budget Statement - aged debtors - M06 December

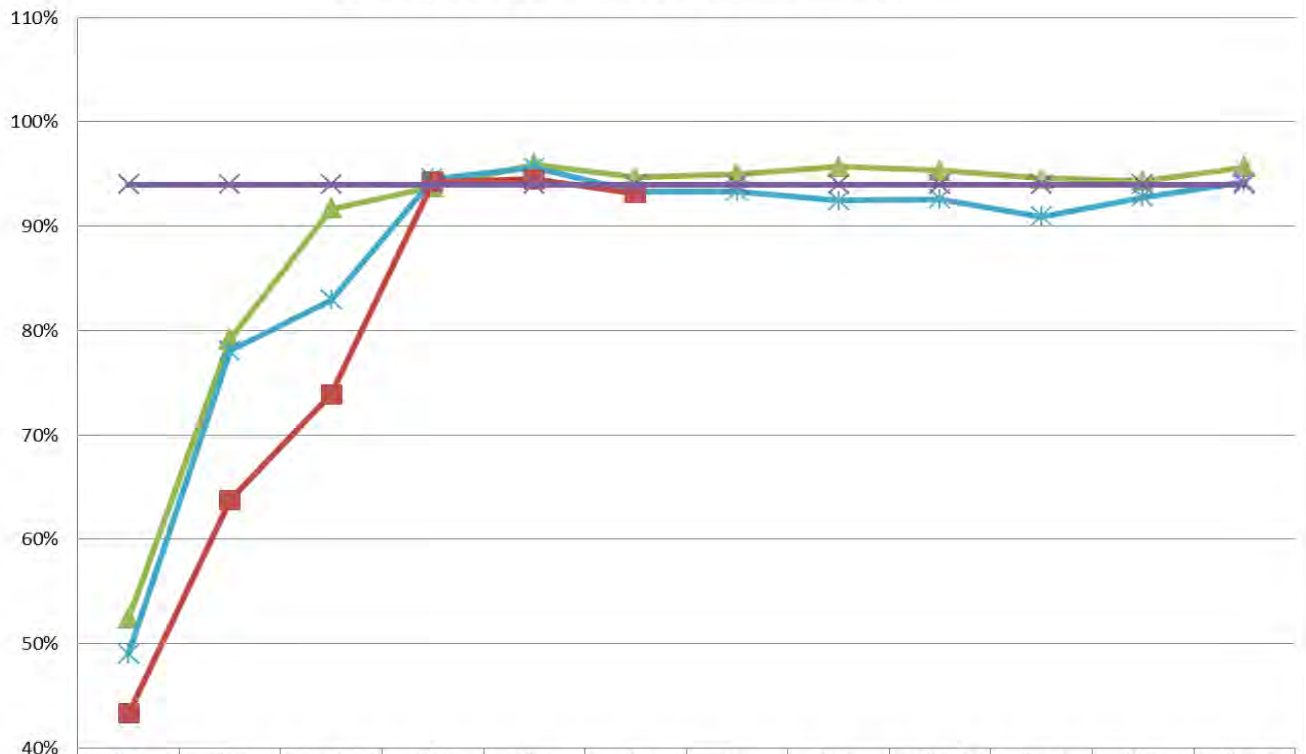
2017/18 - totals only											
Description	NT Code	Budget Year 2018/19									
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days
R thousands											
Debtors Age Analysis By Income Source											
Water	1200	8 553	1 076	940	946	1 146	954	7 246	27 918	48 780	38 210
Electricity	1300	11 368	744	709	491	393	351	1 426	1 169	16 651	3 829
Property Rates	1400	4 479	416	275	3 866	200	157	791	12 176	22 358	17 189
Waste Water Management	1500	5 565	698	656	653	640	592	3 237	13 947	25 988	19 069
Waste Management	1600	5 708	725	689	597	600	646	2 815	15 386	27 166	20 044
Property Rental Debtors	1700	150	17	16	16	15	15	88	551	868	685
Interest on Arrear Accounts	1810	1 546	84	104	115	141	151	1 260	21 794	25 196	23 461
Recoverable expenditure	1820	–	–	–	–	–	–	–	–	–	–
Other	1900	(3 957)	35	70	28	33	46	179	873	(2 693)	1 159
Total By Income Source	2000	33 410	3 796	3 460	6 712	3 169	2 913	17 042	93 813	164 314	123 648
2017/18 - totals only											
Debtors Age Analysis By Customer Group											
Organs of State	2200	920	782	757	1 780	337	299	1 036	2 659	8 570	6 112
Commercial	2300	10 067	417	323	1 448	301	319	1 268	6 318	20 460	9 653
Households	2400	21 095	2 379	2 193	2 946	2 345	2 094	13 546	76 427	123 025	97 359
Other	2500	1 329	218	188	538	185	202	1 191	8 408	12 259	10 524
Total By Customer Group	2600	33 410	3 796	3 460	6 712	3 169	2 913	17 042	93 813	164 314	123 648



The purpose of this graph is to illustrate effectiveness of collection against targets set for the relevant months. The target for the month is 94% while the actual figure for December 2018 amounts to 84% in comparison to the previous year 78 %.

Die doel van hierdie grafiek is om die doeltreffendheid van die verhalings van debiteure te illustreer teen die teikens gestel vir die onderskeie maande. Die teiken vir die maand is 94%, terwyl die syfer vir Desember 2018 – 84 % beloop in vergelyking met die vorige jaar 78 %.

Debtor Collection Rate: Acumulative



The purpose of this graph is to illustrate effectiveness of collection of debt against targets set for the year. The target for the year to date is 94% while the actual figure is 93%.

Die doel van hierdie grafiek is om die doeltreffendheid van die verhaling van skuld te illustreer teen die teikens gestel vir die jaar. Die teiken vir die jaar tot datum is 94%, terwyl die werklike syfer 93% beloop.

WC022 Witzenberg - Supporting Table SC4 Monthly Budget Statement - aged creditors - M06 December

Description	NT Code	Budget Year 2018/19								Total
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	
R thousands										
Creditors Age Analysis By Customer Type										
Bulk Electricity	0100	-	-	-	-	-	-	-	-	-
Bulk Water	0200	-	-	-	-	-	-	-	-	-
PAYE deductions	0300	-	-	-	-	-	-	-	-	-
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-
Loan repayments	0600	-	-	-	-	-	-	-	-	-
Trade Creditors	0700	188	93	6	-	-	-	-	-	287
Auditor General	0800	-	-	-	-	-	-	-	-	-
Other	0900	-	-	-	-	-	-	-	-	-
Total By Customer Type	1000	188	93	6	-	-	-	-	-	287

The movement in investments is detailed below.

WC022 Witzenberg - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M06 December

Investments by maturity Name of institution & investment ID	Period of Investment	Type of Investment	Expiry date of investment	Accrued interest for the month	Yield for the month 1 (%)	Market value at beginning of month	Change in market value	Market value at end of the month
	Yrs/Months							
R thousands								
<u>Municipality</u>								
ABSA	–	–	–	–		–	–	20 000
Investec	–	–	–	–		–	–	25 000
Nedbank	–	–	–	–		–	–	20 000
Standard Bank	–	–	–	–		–	–	10 000
FNB	–	–	–	–		–	–	10 000
	–	–	–	–		–	–	–
TOTAL INVESTMENTS AND INTEREST				–		–	–	85 000

Operating and Capital transfers recognised as revenue are indicated in the following table:
Transfers are recognised when the conditions are met.

WC022 Witzenberg - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M06 December

Description	2017/18	Budget Year 2018/19							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
RECEIPTS:									
Operating Transfers and Grants									
National Government:	–	88 231	88 231	28 493	64 899	44 115	20 783	47.1%	88 231
Equitable Share	–	84 602	84 602	28 183	63 461	42 301	21 160	50.0%	84 602
Local Government Financial Management Grant [Schedule 5B]	–	1 550	1 550	112	600	775	(175)	-22.6%	1 550
Expanded Public Works Programme Integrated Grant [Schedule 5B]	–	1 548	1 548	198	838	774	65	8.3%	1 548
Municipal Infrastructure Grant [Schedule 5B]	–	531	531	–	–	266	(266)	-100.0%	531
Provincial Government:	–	45 019	45 019	–	1 769	22 345	(20 575)	-92.1%	44 689
Housing	–	32 839	32 839	–	155	16 420	(16 265)	-99.1%	32 839
Financial Management	–	360	360	–	–	180	(180)	-100.0%	360
Financial Management Support Grant	–	330	330	–	1 608	–	1 608	–	–
Libraries, Archives and Museum	–	9 342	9 342	–	–	4 671	(4 671)	-100.0%	9 342
Community Development Workers	–	148	148	–	6	74	(68)	-91.4%	148
Regional Socio-economic Project/Violence Prevention Project	–	2 000	2 000	–	–	1 000	(1 000)	-100.0%	2 000
District Municipality:	–	–	600	–	–	300	(300)	-100.0%	100
Other grant providers:	–	576	3 488	–	–	250	(250)	-100.0%	–
Water Drought Support	–	–	500	–	–	250	(250)	-100.0%	–
Other grant providers:	–	288	1 494	–	–	–	–	–	–
Belguim Grant	–	288	794	–	–	–	–	–	–
Table Mountain Fund	–	–	700	–	–	–	–	–	–
Total Operating Transfers and Grants	–	133 826	136 738	28 493	66 668	66 710	(42)	-0.1%	132 920
National Government:	–	62 470	62 470	12 301	12 301	31 235	(18 934)	-60.6%	62 470
National Government:	–	31 235	31 235	6 151	6 151	15 617	(9 467)	-60.6%	31 235
Municipal Infrastructure Grant [Schedule 5B]	–	18 626	18 626	5 945	5 945	9 313	(3 368)	-36.2%	18 626
Regional Bulk Infrastructure Grant (Schedule 5B)	–	8 261	8 261	–	–	4 130	(4 130)	-100.0%	8 261
Integrated National Electrification Programme (Municipal)	–	4 348	4 348	205	205	2 174	(1 968)	-90.5%	4 348
Provincial Government:	–	600	600	25 000	25 000	–	25 000	–	–
Provincial Government:	–	300	300	12 500	12 500	–	12 500	–	–
Housing	–	–	–	12 500	12 500	–	12 500	–	–
Sport & Recreation	–	300	300	–	–	–	–	–	–
Total Capital Transfers and Grants	–	63 070	63 070	37 301	37 301	31 235	6 066	19.4%	62 470
TOTAL RECEIPTS OF TRANSFERS & GRANTS	–	196 896	199 808	65 794	103 969	97 945	6 024	6.2%	195 390

Operating and Capital expenditure financed from grants are indicated in the following table:

WC022 Witzenberg - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M06 December

Description	2017/18	Budget Year 2018/19							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
EXPENDITURE									
Operating expenditure of Transfers and Grants									
National Government:	62 360	167 932	167 932	28 493	65 215	83 966	(18 751)	-22.3%	167 932
Equitable Share	59 438	84 602	84 602	28 183	63 461	42 301	21 160	50.0%	84 602
Local Government Financial Management Grant [Schedule 5B]	1 161	1 550	1 550	112	600	775	(175)	-22.6%	1 550
Expanded Public Works Programme Integrated Grant [Schedule 5B]	1 493	1 548	1 548	198	838	774	65	8.3%	1 548
Municipal Infrastructure Grant [Schedule 5B]	–	531	531	–	–	266	(266)	-100.0%	531
Provincial Government:	268	46 862	46 862	–	161	23 431	(23 269)	-99.3%	46 862
Housing	–	32 839	32 839	–	155	16 420	(16 265)	-99.1%	32 839
Provincial Government:	62 517	12 239	14 551	–	6	6 131	(6 125)	-99.9%	12 163
Financial Management Support Grant	120	330	330	–	–	165	(165)	-100.0%	330
Replacement Funding for most vulnerable B3 municipalities	38	–	–	–	–	–	–	–	–
Libraries, Archives and Museum	–	9 342	9 342	–	–	4 671	(4 671)	-100.0%	9 342
Community Development Workers	–	148	148	–	6	74	(68)	-91.4%	148
Maintenance of Main Roads	–	1 843	1 843	–	–	921	(921)	-100.0%	1 843
Tourism	–	–	100	–	–	50	(50)	-100.0%	–
Water Drought Support	62 360	–	500	–	–	250	(250)	-100.0%	500
Other grant providers:	–	288	1 494	–	–	–	–	–	–
Belgium Grant	–	288	794	–	–	–	–	–	–
Other capital transfers [insert description]	–	300	300	12 500	12 500	–	12 500	–	300
Provincial Government:	–	300	300	12 500	12 500	–	12 500	–	300
Total operating expenditure of Transfers and Grants	124 877	180 470	182 783	40 993	77 722	90 097	(12 376)	-13.7%	180 394
National Government:	20 002	63 070	63 070	37 301	37 301	31 235	6 066	19.4%	63 070
National Government:	19 941	31 235	31 235	6 151	6 151	15 617	(9 467)	-60.6%	31 235
Municipal Infrastructure Grant [Schedule 5B]	61	18 626	18 626	5 945	5 945	9 313	(3 368)	-36.2%	18 626
Regional Bulk Infrastructure Grant (Schedule 5B)	–	8 261	8 261	–	–	4 130	(4 130)	-100.0%	8 261
Integrated National Electrification Programme (Municipal)	–	4 348	4 348	205	205	2 174	(1 968)	-90.5%	4 348
Provincial Government:	–	300	300	12 500	12 500	–	12 500	#DIV/0!	300
Housing	–	–	–	12 500	12 500	–	12 500	#DIV/0!	–
Sport & Recreation	–	300	300	–	–	–	–	–	300
	20 002	–	–	–	–	–	–	–	–
	82 362	–	–	–	–	–	–	–	–
	20 002	31 535	31 535	18 651	18 651	15 617	3 033	19.4%	31 535
<i>Total capital expenditure of Transfers and Grants</i>	20 002	31 535	31 535	18 651	18 651	15 617	3 033	19.4%	31 535
Other grant providers:	82 362	–	–	–	–	–	–	–	–
	82 362	–	–	–	–	–	–	–	–
Total capital expenditure of Transfers and Grants	122 366	94 605	94 605	55 952	55 952	46 852	9 099	19.4%	94 605
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS	247 243	275 075	277 387	96 945	133 673	136 950	(3 276)	-2.4%	274 999

Expenditure on councillor allowances and employee benefits:

WC022 Witzenberg - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M06 December

Summary of Employee and Councillor remuneration	Budget Year 2018/19							
	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
	B	C					%	D
R thousands								
Councillors (Political Office Bearers plus Other)								
Basic Salaries and Wages	7 213	7 213	584	3 444	3 607	(163)	-5%	7 213
Pension and UIF Contributions	1 063	1 063	82	497	531	(34)	-6%	1 063
Medical Aid Contributions	212	212	14	87	106	(19)	-18%	212
Motor Vehicle Allowance	692	692	–	–	346	(346)	-100%	692
Cellphone Allowance	1 023	1 023	78	462	511	(49)	-10%	1 023
Housing Allowances	455	455	2	31	228	(197)	-86%	455
Other benefits and allowances	50	50	–	–	25	(25)	-100%	50
Sub Total - Councillors	10 709	10 709	761	4 521	5 355	(833)	-16%	10 709
Senior Managers of the Municipality								
Basic Salaries and Wages	3 594	3 444	324	1 764	1 722	42	2%	3 444
Pension and UIF Contributions	739	739	12	96	370	(274)	-74%	739
Medical Aid Contributions	127	127	5	32	64	(31)	-49%	127
Overtime	–	–	–	–	–	–	–	–
Performance Bonus	840	840	55	315	420	(105)	-25%	840
Motor Vehicle Allowance	993	993	73	399	496	(98)	-20%	993
Cellphone Allowance	67	67	3	18	34	(16)	-48%	67
Housing Allowances	145	145	–	–	73	(73)	-100%	145
Other benefits and allowances	108	88	12	78	44	34	76%	88
Payments in lieu of leave	–	–	–	–	–	–	–	–
Long service awards	–	–	–	–	–	–	–	–
Post-retirement benefit obligations	–	–	–	–	–	–	–	–
Sub Total - Senior Managers	6 614	6 444	485	2 701	3 222	(520)	-16%	6 444
Other Municipal Staff								
Basic Salaries and Wages	108 292	105 457	8 269	47 520	52 729	(5 208)	-10%	105 457
Pension and UIF Contributions	16 388	16 377	1 306	7 698	8 189	(491)	-6%	16 377
Medical Aid Contributions	7 283	7 283	593	3 540	3 641	(101)	-3%	7 283
Overtime	11 713	11 728	1 150	8 246	5 864	2 382	41%	11 728
Performance Bonus	7 651	7 651	657	3 827	3 825	1	0%	7 651
Motor Vehicle Allowance	4 099	4 099	387	2 242	2 050	192	9%	4 099
Cellphone Allowance	378	378	42	247	189	58	31%	378
Housing Allowances	1 541	1 541	121	726	770	(44)	-6%	1 541
Other benefits and allowances	4 035	4 035	228	1 367	2 018	(651)	-32%	4 035
Payments in lieu of leave	831	831	556	3 351	415	2 936	707%	831
Long service awards	407	407	76	455	204	251	124%	407
Post-retirement benefit obligations	10 632	10 632	921	5 527	5 316	211	4%	10 632
Sub Total - Other Municipal Staff	173 251	170 419	14 307	84 745	85 210	(465)	-1%	170 419
TOTAL SALARY, ALLOWANCES &	190 573	187 572	15 552	91 968	93 786	(1 818)	-2%	187 572
% increase								
TOTAL MANAGERS AND STAFF	179 864	176 863	14 791	87 446	88 432	(985)	-1%	176 863

The monthly cash flows for the year to date are indicated in the following table:

WC022 Witzenberg - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M06 December

Description	Ref	Budget Year 2018/19											
		July	August	Sept	October	Nov	Dec	January	Feb	March	April	May	June
R thousands	1	Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Budget	Budget	Budget	Budget	Budget	Budget
Cash Receipts By Source													
Property rates		3 345	12 935	5 490	12 707	4 868	3 463	6 297	6 297	6 297	6 297	6 297	(7 134)
Service charges - electricity revenue		18 142	20 502	15 447	17 251	14 535	12 109	18 789	18 789	18 789	18 789	18 789	27 352
Service charges - water revenue		2 316	3 051	2 526	2 851	3 597	2 663	3 883	3 883	3 883	3 883	3 883	12 185
Service charges - sanitation revenue		4 300	2 031	1 676	1 668	1 745	1 311	2 074	2 074	2 074	2 074	2 074	4 402
Service charges - refuse		1 483	2 094	1 671	1 804	1 828	1 291	2 199	2 199	2 199	2 199	2 199	4 519
Service charges - other		2 075	1 341	1 346	1 974	3 604	605	889	889	889	889	889	(13 071)
Rental of facilities and equipment		210	225	384	435	367	56	39	39	39	39	39	(1 407)
Interest earned - external investments		371	539	705	423	651	491	681	681	681	681	681	1 589
Interest earned - outstanding debtors		-	-	-	-	-	-	-	-	-	-	-	-
Dividends received		-	-	-	-	-	-	-	-	-	-	-	-
Fines		199	111	251	64	259	65	339	339	339	339	339	1 424
Licences and permits		574	214	705	764	1 608	398	305	305	305	305	305	(2 132)
Agency services		-	-	-	-	-	-	406	406	406	406	406	2 845
Transfer receipts - operating		36 119	1 992	3 514	1 987	2 028	28 183	9 895	9 895	9 895	9 895	9 895	(4 559)
Other revenue		236	382	645	1 982	721	226	665	665	665	666	666	473
Cash Receipts by Source		69 370	45 417	34 360	43 909	35 813	50 861	46 461	46 462	46 462	46 462	46 462	26 488
Other Cash Flows by Source													
Transfer receipts - capital		17 000	-	-	3 500	5 400	7 566	3 403	3 403	3 403	3 403	3 403	(9 644)
Contributions & Contributed assets		-	-	-	-	-	-	-	-	-	-	-	-
Proceeds on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-	-
Short term loans		-	-	-	-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing		-	-	-	-	-	-	-	-	-	-	-	-
Increase in consumer deposits		63	81	51	74	95	46	-	-	-	-	-	(409)
Receipt of non-current debtors		-	-	-	-	-	-	-	-	-	-	-	-
Receipt of non-current receivables		-	-	-	-	-	-	-	-	-	-	-	-
Change in non-current investments		-	-	(100 000)	25 000	25 000	(35 000)	-	-	-	-	-	85 000
Total Cash Receipts by Source		86 433	45 497	(65 589)	72 484	66 308	23 473	49 864	49 865	49 865	49 865	49 865	101 434
Cash Payments by Type													
Employee related costs		11 219	13 141	12 270	12 453	19 675	12 559	13 723	13 723	13 723	13 723	13 723	18 891
Remuneration of councillors		876	874	867	836	848	868	892	892	892	892	892	1 077
Interest paid		-	-	88	-	-	57	-	-	1 224	-	-	2 303
Bulk purchases - Electricity		23 704	24 512	23 657	13 718	13 545	13 196	15 113	15 113	15 113	15 113	15 113	(6 543)
Bulk purchases - Water & Sewer		-	-	-	-	-	-	-	-	-	-	-	-
Other materials		862	428	662	2 694	1 729	2 075	1 875	1 875	1 875	1 875	1 875	4 675
Contracted services		2 263	2 211	3 840	3 679	4 259	4 041	3 600	3 600	3 600	3 600	3 600	9 793
Grants and subsidies paid - other municipalities		-	-	-	-	-	-	-	-	-	-	-	-
Grants and subsidies paid - other		200	155	121	205	-	2	1 200	1 200	1 200	1 200	1 200	7 724
General expenses		4 372	5 044	5 304	6 236	5 582	4 311	3 300	3 300	3 300	3 300	3 300	(7 741)
Cash Payments by Type		43 495	46 366	46 809	39 821	45 637	37 109	39 704	39 704	40 927	39 704	39 704	30 178
Other Cash Flows/Payments by Type													
Capital assets		12 297	6 429	3 599	2 293	2 583	5 778	2 214	2 996	8 489	9 348	8 272	19 383
Repayment of borrowing		(453)	591	(737)	3 824	(30 696)	34 490	6 636	6 636	6 636	6 636	6 636	39 431
Other Cash Flows/Payments		21 681	(300)	5 687	89 274	(4 385)	(17 494)	(47 237)	78 727	(64 560)	(18 751)	(14 902)	24 741
Total Cash Payments by Type		77 020	53 085	55 357	135 212	13 139	59 883	1 316	128 061	(8 508)	36 937	39 708	113 734
NET INCREASE/(DECREASE) IN CASH HELD		9 413	(7 587)	(120 946)	(62 728)	53 169	(36 410)	48 549	(78 197)	58 373	12 929	10 157	(12 299)
Cash/cash equivalents at the month/year beginning:		169 837	179 250	171 662	50 716	(12 012)	41 158	4 748	53 296	(24 900)	33 473	46 402	56 559
Cash/cash equivalents at the month/year end:		179 250	171 662	50 716	(12 012)	41 158	4 748	53 296	(24 900)	33 473	46 402	56 559	44 260

3.2 SUPPLY CHAIN MANAGEMENT

3.2.1 Demand and Acquisition

3.2.1.1 Advertisement stage

The following competitive bids are currently in the advertisement stage:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM
08/2/16/25	Supply and installation of base radio stations, mobile radio stations and portable digital radios	15-Jan-2019

3.2 VOORSIENINGSKANAAL BESTUUR

3.2.1 Aanvraag en Verkryging

3.2.1.1 Adverteringsfase

Die volgende mededingende tenders is tans in die adverterings fase:

The following formal written price quotations are currently in the advertisement stage:

Die volgende formele geskrewe pryskwotasies is tans in die adverteringsfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM
08/2/16/41	Supply and delivery of Traffic uniforms for traffic and law enforcement officers	15-Jan-2019

3.2.1.2 Evaluation stage:

3.2.1.2 Evaluering stadium:

The following competitive bids are currently in the evaluation stage:

Die volgende mededingende tenders is tans in die evalueringsfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	RESPONSIBLE MANAGER
08/2/16/16	Supply and delivery of new 3 piece lounge suites, double bunks and bedside tables	14-Nov-2018	03-Dec-2018 Referred back	J Samuel
08/2/16/21	Supply, delivery and erection of security fencing at various water and sewer infrastructure	25-Sep-2018	29-Oct-2018 Referred back	N Jacobs
08/2/16/23	Facilitation of training for municipal minimum competency levels MMCL Programme for a three year period	06-Nov-2018	29-Nov-2018	I Swartbooi
08/2/16/26	Supply and delivery of Road signs and Accessories	30-Oct-2018	14-Nov-2018	E Lintnaar
08/2/16/27	Review of Witzenberg Municipal spatial development framework	16-Oct-2018	26-Nov-2018	H Taljaard
08/2/16/32	Supply, deliver & installation of new filters for Pine forest, Die Eiland and Bella vista swimming pools	14-Nov-2018	Awaiting	J Samuel
08/2/16/33	Cutting and removing of pine trees at Pine Forest holiday resort	15-Nov-2018	Awaiting	J Samuel
08/2/16/36	Clearing of alien vegetation in Ceres nature reserve	23-Nov-2018	07-Dec-2018	H Truter
08/2/16/38	Resealing of existing streets in Witzenberg municipal area	22-Nov-2018	Awaiting	E Lintnaar
08-2-16-40	The supply, delivery and installation of process aerators / mixers for Witzenberg Municipality	07-Nov-2018	Awaiting	N Jacobs
08-2-16-42	Upgrading of John Steyn library	28-Nov-2018	14-Dec-2018	C Wessels

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The following formal written price quotations are currently in the evaluation stage:

Die volgende formele geskrewe pryskwotasie is tans in die evalueringsfase:

BID NO	DESCRIPTION / BESKRYWING	CLOSING DATE / SLUITINGS DATUM	DATE TECHNICAL REPORT RECEIVED	RESPONSIBLE MANAGER
08/2/16/29	Removal of existing timber floor and casting of a new concrete floor slab in 2 classrooms at Zanolhanye Creche, station road, Tulbagh	08-Nov-2018	10-Dec-2018	R Fick
08/2/16/31	Repair and maintenance to Montana and Pine Forest swimming pools	04-Dec-2018	Awaiting	J Samuel
08/2/16/39	Supply and delivery of six shutter roller doors	08-Nov-2018	16-Nov-2018	R Fick

3.2.1.3 Adjudication stage

No competitive bid is currently in the adjudication stage.

3.2.1.3 Toekenningsfase:

Geen mededingende tender is tans in die toekenningsfase nie.

No formal written price quotations are currently in the adjudication stage.

Geen formele geskrewe prys kwotasie is tans in die Toekenningsfase nie.

3.2.1.4 Bids awarded

The following competitive bid were awarded by the Accounting Officer during the month of December 2018:

3.2.1.4 Tenders toegeken

Die volgende mededingende tenders was toegeken deur die Rekenpligtige Beampte gedurende Desember 2018:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Value (incl. VAT)
08/2/15/78	18-Dec-2018	TMT Services & Supplies (Pty) Ltd t/a Traffic Management Technologies	The Supply, maintenance of digital speed cameras and the administration of the back office	Bidder scored the highest points	Based on tendered rates

No bid was awarded by the Bid Adjudication Committee r during the month of December 2018.

Geen tender was toegeken deur die Tender Toekenningskomitee gedurende Desember 2018 nie.

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

No formal written price quotation or competitive bid was cancelled during the month of December 2018.

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

Geen formele geskrewe prys kwotasie of mededingende tender was gekanselleer gedurende Desember 2018 nie.

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

The following written price quotations were approved during the month of December 2018:

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

Die volgende geskrewe prys kwotasies was goedgekeur gedurende Desember 2018:

Order number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o sub delegation
157381	06-Dec-2018	Conlog (Pty) Ltd	Supply and Delivery of Split Meters using PLC Communication	Lowest responsive quotation	R 12 226.62 (Incl. VAT)	Chief Financial Officer
157385	06-Dec-2018	Ceres Spar t/a Ablaze Trading 248	Supply and Delivery of Newspapers for Council and Senior Management	Only responsive quotation	R 2 891.30 (Incl. VAT)	Chief Financial Officer
157402	07-Dec-2018	Ultimate Recruitment Solutions (Pty) Ltd	Advertisement of Manager: Marketing and Communication (Ref: Cor 39)	Lowest responsive quotation	R 19 016.11 (Incl. VAT)	Chief Financial Officer

3.2.1.7 Formal Written Price Quotations

3.2.1.7 Formele Geskrewe Prys Kwotasies

The following formal written price quotations, in excess of R 30 000 were awarded by an official acting in terms of a sub-delegation for the month of December 2018:

Die volgende formele geskrewe kwotasies, wat meer is as R 30 000.00 is toegeken deur 'n amptenaar wat in terme van 'n sub-afvaardiging vir die maand van Desember 2018:

Bid ref number	Date	Name of supplier	Brief description of services	Reason why award made	Amount	Official acting i.t.o sub delegation
08/2/16/09	03-Dec-2018	Roy Steele & Associates CC	Appointment of a service provider to assist with the recruitment and selection process of section 56 managers (Re-advertisement)	Only responsive bidder	R 72 000.00 (Incl. VAT)	Director: Corporate services

3.2.1.8 Appeals

3.2.1.8 Appèlle

The following appeals were lodged and are being dealt with by the Accounting Officer:

Die volgende appèlle is ontvang en word hanteer deur die Rekenpligtige beampte:

Bid number	Bid title	Date of appeal	Appellant	Reason for appeal	Status	Dealt by
08/2/15/80	Reconstruction and repair of storm damaged properties at Pine Forest resort	14 Nov 2018	Williams Loodgieters	Reason for non-compliance	Appeal is being dealt with by the Accounting Officer	Accounting Officer
08/2/15/91	Professional engineering services for Witzenberg municipality	06 Nov 2018	RHDHV	Reason for non-compliance		
		06 Nov 2018	EOH Industrial Technologies (Pty) Ltd	Calculation of cluster points		
		08 Nov 2018	Bigen Africa Services (PTY) Ltd	Reason for non-compliance		

3.2.1.9 Deviations

3.2.1.9 Afwykings

The following table contains the approved deviations by the Accounting Officer for the month of December 2018 which totals R 344 415.38:

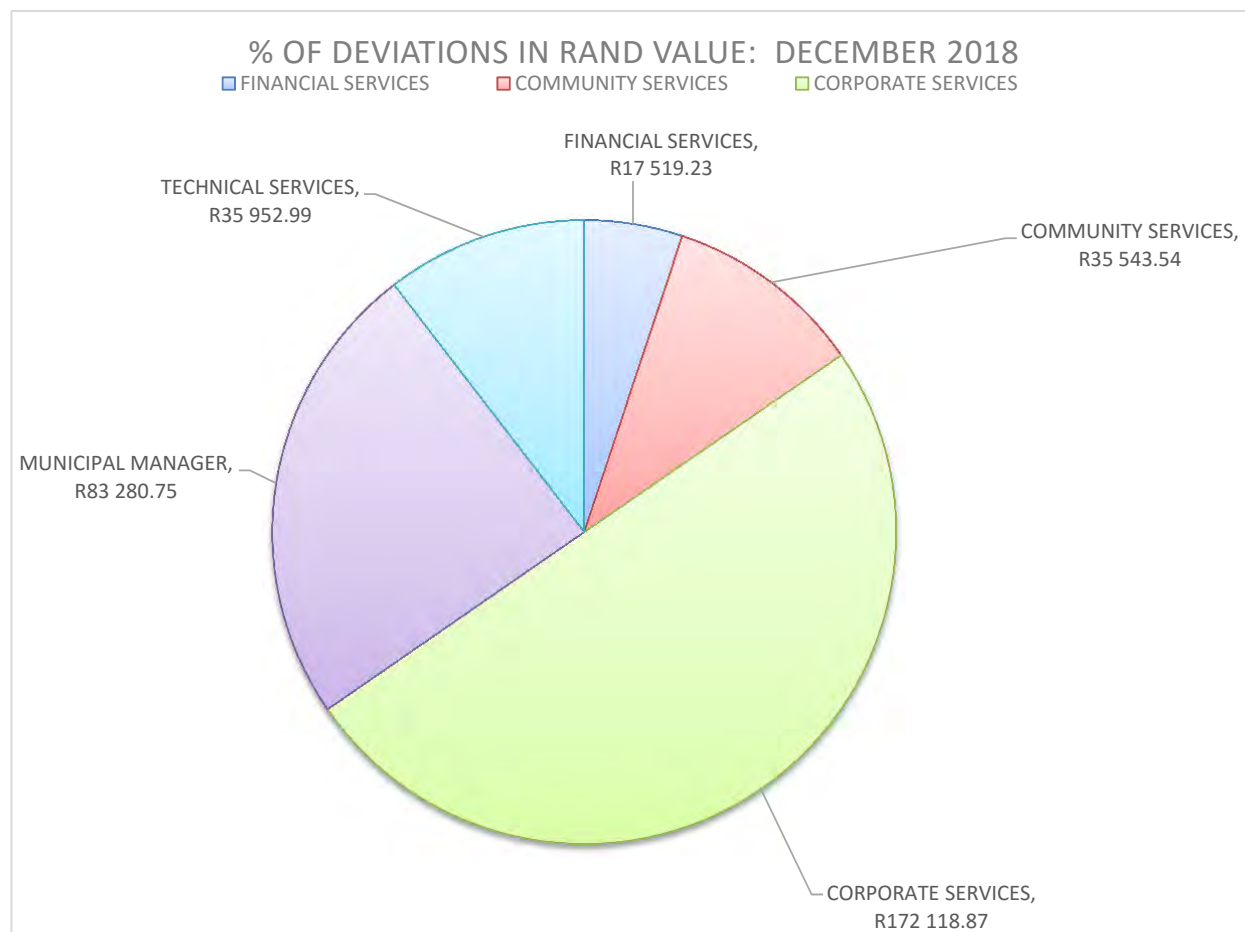
Die volgende tabel bevat die goedgekeurde afwykings deur die Rekenpligtige Beampte vir die maand van Desember 2018 wat beloop op die totaal van R 344 415.38:

FINANCE MONTHLY REPORT DECEMBER 2018 / FINANSIES MAANDELIKSE VERSLAG – DESEMBER 2018

Date	Name of supplier	Description of goods and services	Reason for deviation	Order number	AMOUNT R
18-Jul-18	Compnet	Internet & Email services	Impractical	10137557	73,304.00
19-Sep-18	Altron Bytes System Integration	Assistance with rates changes 2018/08 Billing run	Impractical	155818	6,080.05
2-Oct-18	Corjarq Construction	Emergency work: N'duli Water PS and Reservoir	Emergency	156001	4,600.00
3-Oct-18	Cimso Business Solutions Afrika (PTY) Ltd	Upgrade and maintenance of Software system for Pine forest resort	Single supplier	156023	35,543.54
17-Oct-18	Witzenberg Herald	Publish notice: Mayoral message - Matric exams 2018	Single supplier	157564	5,009.60
13-Nov-18	Readers Restaurant	Provide lunch for Belgium delegation	Impractical	156832	2,500.00
20-Nov-18	Mailtronic	Courier costs for municipal accounts	Emergency	156253	3,765.24
3-Dec-18	Kings Catering	Old Age Fuction	Impractical	157289	17,345.45
10-Dec-18	Johan Bezuidenhout Prokureurs	Legal Services: Various matters	Impractical	157417	33,157.35
10-Dec-18	Witzenberg Herald	Notice: Draft Annual Report 2017/2018	Impractical	157476	3,908.70
10-Dec-18	Witzenberg Herald	Publish Notice: Festive message	Single supplier	157416	9,768.72
11-Dec-18	Total Computer Services	Traffic Contravention System: Extention of license	Single supplier	157677	42,431.94
11-Dec-18	Total Computer Services	Traffic Contravention System: Extention of license	Single supplier	157640	14,268.05
13-Dec-18	Witzenberg Herald	Publish notice: Council meeting Jan -Mar 2019	Impractical	157501	3,126.96
13-Dec-18	O'neil & Visser Attorneys	Legal Services: Various matters	Impractical	157513	31,992.40
13-Dec-18	HD Transmissions	Diagnosis and Repair of Allison Automatic transmission - CT 14536	Single supplier	157515	5,558.44
13-Dec-18	Marieke van Rooyen Attorneys	Legal Service: M Maflika	Impractical	157519	13,631.00
14-Dec-18	PBSA Batumi	Postage on Franking machine	Impractical	157539	19,200.00
14-Dec-18	Witzenberg Herald	Publish Notice: Closure of Offices	Impractical	157564	5,009.60
14-Dec-18	Mailtronic	Courier costs for municipal accounts	Emergency	157612	3,765.24
20-Dec-18	Filander funerals	Funeral: Celton Smit	Impractical	157680	4,500.00
20-Dec-18	Spilhaus	Supply of material: After Hours	Emergency	157696	5,949.10

MONTH / MAAND	DEVIATION AMOUNT AFWYKING BEDRAG	TOTAL VALUE OF ORDERS ISSUED TOTALE WAARDE VAN BESTELLINGS UITGEREIK	% DEVIATIONS OF TOTAL ORDERS ISSUED % AFWYKINGS VAN TOTALE BESTELLINGS UITGEREIK
October 2018	R 1 953 524.86	R32 527 358.62	6.01%
November 2018	R 508 630.88	R37 632 542.27	1.36%
December 2018	R 344 415.38	R17 664 291.08	1.95%

DEVIATIONS PER DIRECTORATE



Logistics

The table below contains a high level summary of information regarding the stores section:

Logistieke

Die tabel hieronder bevat 'n hoë vlak opsomming van inligting rakende die magasyn (stoor):

	31 October 2018	30 November 2018	31 December 2018
Value of inventory at hand	R 9 841 803.04	R 9 825 885.17	R 10 185 051.01
Turnover rate of total value of inventory	1.84	1.77	1.70
Turnover rate excluding Chinese meters	1.85	1.78	1.71
Date of latest stores reconciliation	31 December 2018		
Date of last stock count	12 December 2018		
Date of next stock count	27 March 2019		

Investment Register: Witzenberg Municipality

Investment Institution Standard Bank
 Type of Investment Call Deposits and Investments
 Interest Rate 7.6
 Period of Investment 4 months
 Maturity Date 1/11/2018

<u>Movement</u>	<u>M01</u>	<u>M02</u>	<u>M03</u>	<u>M04</u>	<u>M05</u>	<u>M06</u>
Opening Balance	-	-	-	25,000,000	25,000,000	-
Deposits	-	-	25,000,000	-	-	10,000,000
Withdrawals	-	-	-	-	-25,000,000	-
Interest Earned	-	-	-	-	-	-
Charges	-	-	-	-	-	-
Closing Balance	-	-	25,000,000	25,000,000	-	10,000,000

Investment Institution Nedbank
 Type of Investment Call Deposits and Investments
 Interest Rate 7.5
 Period of Investment 3 months
 Maturity Date 12/8/2017

<u>Movement</u>	<u>M01</u>	<u>M02</u>	<u>M03</u>	<u>M04</u>	<u>M05</u>	<u>M06</u>
Opening Balance	-	-	-	25,000,000	25,000,000	25,000,000
Deposits	-	-	25,000,000	-	-	20,000,000
Withdrawals	-	-	-	-	-	-25,000,000.00
Interest Earned	-	-	-	-	-	-
Charges	-	-	-	-	-	-
Closing Balance	-	-	25,000,000	25,000,000	25,000,000	20,000,000

Investment Institution Investec
 Type of Investment Call Deposits and Investments
 Interest Rate 7.21
 Period of Investment 1 month
 Maturity Date 10/9/2017

<u>Movement</u>	<u>M01</u>	<u>M02</u>	<u>M03</u>	<u>M04</u>	<u>M05</u>	<u>M06</u>
Opening Balance	-	-	-	25,000,000	25,000,000	25,000,000
Deposits	-	-	25,000,000.00	-	-	-
Withdrawals	-	-	-	-	-	-
Interest Earned	-	-	-	-	-	-
Charges	-	-	-	-	-	-
Closing Balance	-	-	25,000,000	25,000,000	25,000,000	25,000,000

Investment Institution ABSA
 Type of Investment Call Deposits and Investments
 Interest Rate 7.37
 Period of Investment 2 months
 Maturity Date 11/11/2017

<u>Movement</u>	<u>M01</u>	<u>M02</u>	<u>M03</u>	<u>M04</u>	<u>M05</u>	<u>M06</u>
Opening Balance	-	-	-	25,000,000	-	-
Deposits	-	-	25,000,000.00	-	-	20,000,000.00
Withdrawals	-	-	-	-25,000,000.00	-	-
Interest Earned	-	-	-	-	-	-
Charges	-	-	-	-	-	-
Closing Balance	-	-	25,000,000	-	-	20,000,000

Investment Institution FNB
 Type of Investment Call Deposits and Investments
 Interest Rate 7.37
 Period of Investment 2 months
 Maturity Date 11/11/2017

<u>Movement</u>	<u>M01</u>	<u>M02</u>	<u>M03</u>	<u>M04</u>	<u>M05</u>	<u>M06</u>
Opening Balance	-	-	-	-	-	-
Deposits	-	-	-	-	-	10,000,000.00
Withdrawals	-	-	-	-	-	-
Interest Earned	-	-	-	-	-	-
Charges	-	-	-	-	-	-
Closing Balance	-	-	-	-	-	10,000,000

Summary Per Institution

	<u>M01</u>	<u>M02</u>	<u>M03</u>	<u>M04</u>	<u>M05</u>	<u>M06</u>
Standard Bank	-	-	25,000,000	25,000,000	-	10,000,000
Nedbank	-	-	25,000,000	25,000,000	25,000,000	20,000,000
Investec	-	-	25,000,000	25,000,000	25,000,000	25,000,000
ABSA	-	-	25,000,000	-	-	20,000,000
FNB	-	-	-	-	-	10,000,000
	-	-	100,000,000.00	75,000,000.00	50,000,000.00	85,000,000.00

[illegible]

AD : AGE ANALYSIS OF DEBTORS (All values in Rand)
 Save File as : Mucide AD copy Min.XLS (e.g.: GT411 AD_2005_M10)
 Change Year End (copy) to Financial Year End (e.g.: 2005 for year 2004/2005) and Month End (Mn) to Active Month (MO) = July... M12=June (e.g.: M10)
 Change Mucide to your own municipal code (e.g.: GT411)
 To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Year End	Month End	Mun	Item	Detail	0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.Lo Council Policy
2019	MO6	WC022	1100	Debtors Age Analysis By Income Source											
			1200	Trade and Other Receivables from Exchange Transactions - Water	8 552 972	1 076 398	940 382	946 286	1 146 132	954 190	7 245 928	27 917 823	48 780 059	0	0
			1300	Trade and Other Receivables from Exchange Transactions - Electricity	11 388 247	745 826	709 363	490 624	392 954	350 616	1 425 533	1 189 451	18 850 844	0	0
			1400	Receivables from Non-exchange Transactions - Property Rates	4 478 528	419 090	274 380	3 865 843	199 707	157 485	790 507	12 175 507	22 388 344	0	0
			1500	Receivables from Exchange Transactions - Waste Water Management	5 584 967	698 036	659 132	693 095	639 735	592 390	3 237 399	13 946 882	25 988 174	0	0
			1600	Receivables from Exchange Transactions - Waste Management	5 708 002	725 038	689 256	592 881	600 196	646 376	2 815 048	15 385 557	27 186 454	0	0
			1700	Receivables from Exchange Transactions - Property Rental Debtors	149 821	10 871	18 032	15 688	15 340	15 224	88 057	550 582	887 598	0	0
			1800	Receivables from Exchange Transactions - Other Debtors	1 345 360	84 468	104 477	115 277	141 110	450 815	1 260 237	21 794 042	25 198 055	0	0
			1900	Recoverable unauthorised, irregular or fruitless and wasteful Expenditure	0	0	0	0	0	0	0	0	0	0	0
			2000	Other By Income Source	-3 957 444	35 178	70 113	27 890	33 417	48 004	178 969	872 790	-2 893 082	0	0
			2100	Debtors Age Analysis By Customer Group	33 410 291	3 795 672	3 460 384	6 711 735	3 189 591	2 813 100	17 041 878	83 812 514	184 314 245	0	0
			2200	Organs of State	919 548	781 750	757 035	1 750 275	337 221	290 255	1 039 287	2 658 648	8 569 807	0	0
			2300	Commercial	10 087 143	417 094	322 729	1 448 110	301 124	318 555	1 287 501	6 318 114	29 480 389	0	0
			2400	Households	21 084 697	2 378 817	2 189 005	2 945 778	2 345 424	2 093 734	13 548 471	79 427 409	122 025 328	0	0
			2500	Other	1 328 916	215 211	187 584	537 672	184 822	201 556	1 161 439	8 408 443	12 258 553	0	0
			2600	Total By Customer Group	33 410 291	3 795 672	3 460 384	6 711 735	3 189 591	2 813 100	17 041 878	83 812 514	184 314 245	0	0

Notes:

Property Rental Debtors: including housing and land sale debtors
 Total By Income Source = Total by Customer Group
 The total debtors amount must balance the total amount reflected for debtors on the BSAO return.
 Bad Debts=Bad Debts written off during the month
 Impairment - Bad Debts i.Lo Council Policy :
 The aim of this schedule is to ensure that the impairment contribution is done in a structured manner
 The impairment is calculated as per the aggregated amount as per the calculation formula in the municipality
 If a formula to calculate impairment is not in place this is a tool that can be used to develop such a formula and get it approved as part of the accounting policy

CFA : CASH FLOW STATEMENT ACTUALS / FORECASTS (All values in Rand)(Payments= +)

Save File as : Muncde_CFA_ccwy_Mnn.XLS (e.g.: GT411_CFA_2005_M10)

Change Muncde to your own municipal code (e.g.: GT411) and Year End (cc)

Change Month End (Mnn) to Active Month (M01=June...M12=July...M10) (Enter Actuals up to Active Month included and Forecasts

To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Year	Month	Mun	Item	Detail	Month 1 July	Month 2 Aug	Month 3 Sept	Month 4 Oct	Month 5 Nov	Month 6 Dec	Month 7 Jan	Month 8 Feb	Month 9 Mar	Month 10 Apr	Month 11 May	Month 12 June
2019	M06	WC022	3000	Cash Receipts by Source												
			3010	Property rates	3,856,823	8,243,926	6,776,297	19,563,274	4,044,829	3,164,127						
			3020	Property rates - penalties & collection charges	0	0	0	0	0	0						
			3030	Service charges - electricity revenue	18,757,141	18,694,093	18,582,946	18,679,039	16,970,378	12,488,576						
			3040	Service charges - water revenue	2,995,806	2,957,293	3,160,039	3,160,039	1,983,263	2,170,662						
			3050	Service charges - sanitation revenue	1,539,924	2,015,470	2,028,662	1,837,551	1,591,782	1,104,666						
			3060	Service charges - refuse revenue	1,797,253	1,898,778	1,565,720	2,281,666	1,702,285	1,627,849						
			3070	Service charges - other	3,785,104	3,980,470	6,092,189	272,884	266,587	4,894,215						
			3080	Rental of facilities and equipment	210,336	225,332	383,999	435,321	367,188	55,725						
			3090	Interest earned - external investments	371,466	538,721	704,797	423,043	651,221	491,260						
			3100	Interest earned - outstanding debtors	0	0	0	0	0	0						
			3110	Dividends received	0	0	0	0	0	0						
			3120	Fines	198,987	110,896	251,389	63,788	259,115	65,136						
			3130	Licences and permits	574,464	214,219	704,891	764,183	1,607,933	398,329						
			3140	Agency services	0	0	0	0	0	0						
			3150	Transfer receipts - operational	36,118,686	1,991,534	3,514,001	1,986,667	2,028,333	28,183,000						
			3160	Other revenue	235,702	382,351	645,318	1,982,205	721,016	226,023						
			3170	Cash Receipts by Source	70,441,711	41,253,082	42,960,603	51,449,660	32,194,440	54,869,367	0	0	0	0	0	0
			3180	Other Cash Flows/Receipts by Source												
			3190	Transfer receipts - capital	17,000,000	0	0	3,500,000	5,400,000	7,566,000						
			3200	Contributions recognised - capital & Contributed	0	0	0	0	0	0						
			3210	Proceeds on disposal of PPE	0	0	0	0	0	0						
			3220	Short term loans	0	0	0	0	0	0						
			3230	Borrowing long term/refinancing	0	0	0	0	0	0						
			3240	Increase (decrease) in consumer deposits	63,194	80,514	50,682	74,353	94,557	45,987						
			3250	Decrease (Increase) in non-current debtors	0	0	0	0	0	0						
			3260	Decrease (Increase) other non-current	0	0	0	0	0	0						
			3270	Decrease (Increase) in non-current investments	0	0	-100,000,000	25,000,000	25,000,000	-35,000,000						
			3280	Total Cash Receipts by Source	87,504,905	41,333,596	-56,968,716	80,024,013	62,688,996	27,481,353	0	0	0	0	0	0
			4000	Cash Payments by Type												
			4010	Employee related costs	11,218,751	13,141,159	12,270,439	12,452,941	19,674,629	12,558,724						
			4020	Remuneration of councillors	875,835	874,335	867,141	835,741	848,141	868,449						
			4030	Collection costs	0	0	0	0	0	0						
			4040	Interest paid	23,703,656	24,512,002	23,657,381	13,718,046	13,544,573	57,426						
			4050	Bulk purchases - Electricity	0	0	0	0	0	13,195,559						
			4060	Bulk purchases - Water & Sewer	0	0	0	0	0	0						
			4070	Other materials	862,390	428,005	661,515	2,694,056	1,728,684	2,075,193						
			4080	Contracted services	2,262,817	2,211,039	3,839,681	3,679,415	4,258,597	4,041,186						
			4090	Grants and subsidies paid - other municipalities	0	0	0	0	0	0						
			4100	Grants and subsidies paid - other	200,196	154,940	121,000	205,400	0	1,682						
			4110	General expenses	4,371,802	5,044,056	5,304,105	6,235,549	5,582,333	4,310,805						
			4120	Cash Payments by Type	43,496,447	46,365,637	46,721,263	38,821,148	45,636,957	37,109,025	0	0	0	0	0	0
			4130	Other Cash Flows/Payments by Type												
			4140	Capital assets	1,685,601	4,061,446	8,878,551	6,351,717	10,008,311	2,511,083						
			4150	Repayment of borrowing	0	0	1,145,785	0	0	109,001						
			4160	Other Cash Flows/Payments	-453,178	590,512	-736,719	3,824,184	-30,696,401	34,490,231						
			4170	Total Cash Payments by Type	44,727,869	51,017,495	56,008,879	49,997,049	74,219,339	74,219,339	0	0	0	0	0	0
			4180	Net Increase/(Decrease) in Cash Held	42,777,036	-9,683,899	-112,977,595	30,026,963	37,740,128	-46,737,985	0	0	0	0	0	0
			4190	Cash/cash equivalents at the month/year begin:	97,502,137	140,279,173	130,595,274	17,617,660	47,644,643	85,384,771	38,646,786	38,646,786	38,646,786	38,646,786	38,646,786	38,646,786
			4200	Cash/cash equivalents at the month/year end:	140,279,173	130,595,274	17,617,660	47,644,643	85,384,771	38,646,786	38,646,786	38,646,786	38,646,786	38,646,786	38,646,786	38,646,786

OSA : STATEMENT OF FINANCIAL PERFORMANCE ACTUALS (All values in Rand. See Input Form Instructions)(Select Signing Convention: +1 or -1, Check Totals)
Save File as : Munde, OSA, copy, Min.XLS (e.g.: GT411, OSA, 2005, M10)
Change Year End (copy) to Financial Year End (e.g.: 2005 for year 2004/2005)
Change Month End (copy) to Active Month (M01=July...M12=June)(e.g.: M10)
All functions are listed below
If function is a Municipal Entity change Munde to Y next to function description column
To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Year End	Month End	Mun	Function/Subfunction Description	Funct on	Mun Ent(Y/N)	Item	Detail	Committed Orders Month MO8 Dec	Actual Month MO8 Dec
			OPERATING REVENUE			0100			
			TOTAL FOR ALL FUNCTIONS			0200	Property Rates	0	0 9990100
			TOTAL FOR ALL FUNCTIONS			0300	Property Rates - Penalties And Collection Charges	0	3,335,880 9990200
			TOTAL FOR ALL FUNCTIONS			0400	Service Charges	0	0 9990300
			TOTAL FOR ALL FUNCTIONS			0700	Rent Of Facilities And Equipment	0	20,789,288 9990400
			TOTAL FOR ALL FUNCTIONS			0800	Interest Earned - External Investments	0	205,983 9990700
			TOTAL FOR ALL FUNCTIONS			1000	Interest Earned - Outstanding Debtors	0	491,260 9990800
			TOTAL FOR ALL FUNCTIONS			1100	Dividends Received	0	894,168 9991000
			TOTAL FOR ALL FUNCTIONS			1300	Fines	0	0 9991100
			TOTAL FOR ALL FUNCTIONS			1400	Licenses and Permits	0	6,984 9991300
			TOTAL FOR ALL FUNCTIONS			1500	Agency Services	0	288,553 9991400
			TOTAL FOR ALL FUNCTIONS			1600	Transfers Recognised - Operating	0	0 9991500
			TOTAL FOR ALL FUNCTIONS			1610	Transfers Recognised - Capital	0	28,493,084 9991600
			TOTAL FOR ALL FUNCTIONS			1700	Other Revenue	0	18,650,348 9991510
			TOTAL FOR ALL FUNCTIONS			1800	Gain On Disposal Of Property, Plant & Equipment	0	391,352 9991700
			TOTAL FOR ALL FUNCTIONS			1900	Total Operating Revenue Generated	0	73,547,108 9991900
			TOTAL FOR ALL FUNCTIONS			2000	Less Revenue Foregone	0	0 9992000
			TOTAL FOR ALL FUNCTIONS			2100	Total Direct Operating Revenue	0	73,547,108 9992100
			TOTAL FOR ALL FUNCTIONS			2200	INTERNAL TRANSFERS - (must net out with corresp. items under	0	0 9992200
			TOTAL FOR ALL FUNCTIONS			2300	Interest Received - Internal Loans	0	0 9992300
			TOTAL FOR ALL FUNCTIONS			2500	Internal Recoveries (Activity Based Costing Etc)	0	0 9992500
			TOTAL FOR ALL FUNCTIONS			2600	Dividends Received - Internal (From Municipal Entities)	0	0 9992600
			TOTAL FOR ALL FUNCTIONS			2700	Total Indirect Operating Revenue	0	0 9992700
			TOTAL FOR ALL FUNCTIONS			2800	Total Operating Revenue	0	73,547,108 9992800
			TOTAL FOR ALL FUNCTIONS			2900	OPERATING EXPENDITURE	-1,330	0 9992900
			TOTAL FOR ALL FUNCTIONS			3000	Employee Related Costs - Wages & Salaries	0	14,807,554 9993000
			TOTAL FOR ALL FUNCTIONS			3100	Employee Related Costs - Social Contributions	0	0 9993100
			TOTAL FOR ALL FUNCTIONS			3200	Less Employee Costs Capitalised	0	0 9993200
			TOTAL FOR ALL FUNCTIONS			3300	Remuneration Of Councilors	0	780,500 9993300
			TOTAL FOR ALL FUNCTIONS			3400	Less Employee Costs Allocated To Other Operating Items	0	0 9993400
			TOTAL FOR ALL FUNCTIONS			3500	Debt Impairment	0	0 9993500
			TOTAL FOR ALL FUNCTIONS			3600	Collection Costs	0	0 9993600
			TOTAL FOR ALL FUNCTIONS			3700	Depreciation and Asset Impairment	0	12,524,254 9993700
			TOTAL FOR ALL FUNCTIONS			3800	Interest Expense - External Borrowings	0	57,428 9993800
			TOTAL FOR ALL FUNCTIONS			4000	Redemption Payments - External Borrowings (Garnap To Remove)	0	0 9994000
			TOTAL FOR ALL FUNCTIONS			4100	Bulk Purchases	0	11,474,386 9994100
			TOTAL FOR ALL FUNCTIONS			4200	Other Materials	44,626	845,268 9994200
			TOTAL FOR ALL FUNCTIONS			4300	Contracted Services	-1,269,411	3,953,533 9994300
			TOTAL FOR ALL FUNCTIONS			4400	Grants and Subsidies	0	1,682 9994400
			TOTAL FOR ALL FUNCTIONS			4500	Other Expenditure	-1,413,012	9,635,408 9994500
			TOTAL FOR ALL FUNCTIONS			4600	Loss On Disposal Of Property, Plant & Equipment	0	0 9994600
			TOTAL FOR ALL FUNCTIONS			4650	Contributions To/From Provisions	0	0 9994550
			TOTAL FOR ALL FUNCTIONS			4700	Total Direct Operating Expenditure	-2,638,927	54,303,328 9994700
			TOTAL FOR ALL FUNCTIONS			4800	INTERNAL TRANSFERS - (must net out with corresp. items under	0	0 9994800
			TOTAL FOR ALL FUNCTIONS			4900	Interest - Internal Borrowings	0	0 9994900
			TOTAL FOR ALL FUNCTIONS			5000	Internal Charges (Activity Based Costing Etc)	0	0 9995000
			TOTAL FOR ALL FUNCTIONS			5010	Contributed Assets	0	0 9995010
			TOTAL FOR ALL FUNCTIONS			5100	Total Indirect Operating Expenditure	-2,638,927	54,303,328 9995100
			TOTAL FOR ALL FUNCTIONS			5200	Total Operating Expenditure	2,638,927	0 9995200
			TOTAL FOR ALL FUNCTIONS			5300	SURPL/US	2,638,927	19,243,778 9995300
			TOTAL FOR ALL FUNCTIONS			5400	Operating Surplus / (Deficit) - Total Revenue Less Total Exp	2,638,927	19,243,778 9995400
			TOTAL FOR ALL FUNCTIONS			5500	Taxation	0	0 9995500
			TOTAL FOR ALL FUNCTIONS			5600	Operating Surplus / (Deficit) - After Tax	2,638,927	0 9995600
			TOTAL FOR ALL FUNCTIONS			5800	Cross Subsidisation	0	0 9995800
			TOTAL FOR ALL FUNCTIONS			5900	Plus Interests In Entities Not Wholly Owned	0	0 9995900
			TOTAL FOR ALL FUNCTIONS			5900	Surplus / (Deficit) After Tax, Cross Subsidies & Share Of As	2,638,927	19,243,778 9995900
			TOTAL FOR ALL FUNCTIONS			6200	OTHER ADJUSTMENTS AND TRANSFERS	0	0 9996200
			TOTAL FOR ALL FUNCTIONS			6700	Dividends Paid (Municipal Entities Only)	0	0 9996700
			TOTAL FOR ALL FUNCTIONS			6710	Asset Financing Reserve (Afr)	0	0 9996710
			TOTAL FOR ALL FUNCTIONS			6220	Housing Development Fund	0	0 9996220
			TOTAL FOR ALL FUNCTIONS			6230	Depreciation Reserve Ex Afr	0	0 9996230
			TOTAL FOR ALL FUNCTIONS			6240	Depreciation Reserve Ex Govt Grants	0	0 9996240
			TOTAL FOR ALL FUNCTIONS			6250	Depreciation Reserve Ex Donations And Contributions	0	0 9996250
			TOTAL FOR ALL FUNCTIONS			6260	Self-Insurance Reserve	0	0 9996260
			TOTAL FOR ALL FUNCTIONS			6270	Revaluation Reserve	0	0 9996270
			TOTAL FOR ALL FUNCTIONS			6280	Other	0	0 9996280
			TOTAL FOR ALL FUNCTIONS			6700	Change To Unappropriated Surplus / (Accumulated Deficit)	2,638,927	19,243,778 9996700

CAA : ACTUAL CAPITAL ACQUISITION AND SOURCES OF FINANCE (All values in Rand)
Save File as : Muncode_CAA_coy_Mun.XLS (e.g.: G1411_CAA_2005_M10)
Change Year End (coy) to Financial Year End (e.g.: 2005 for year 2004/2005)
Change Month End (Mun) to Active Month (M01=July...M12=June)(e.g.: M10)
Change Muncode to your own municipal code (e.g.: G1411)
All functions are listed below
If function is a Municipal Entity change Mun/Ent to Y next to function description column
To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Year End	Month End	Mun	Funci on	Function/Subfunction Description	Mun Ent(Y/N)	Item	Detail	Contr Assets	New Capital	Repl Capital	Repair/Mnt Capital	Total
			9999	TOTAL FOR ALL FUNCTIONS		0100	INFRASTRUCTURE	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		0300	Roads, Pavements, Bridges & Storm Water	0	886,279	107,314	0	973,593
				TOTAL FOR ALL FUNCTIONS		0400	Water Reservoirs & Reticulation	0	0	67,017	0	67,017
				TOTAL FOR ALL FUNCTIONS		0500	Car Parks, Bus Terminals and Taxi Ranks	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		0600	Electricity Reticulation	0	103,471	0	0	103,471
				TOTAL FOR ALL FUNCTIONS		0700	Sewerage Purification & Reticulation	0	456,600	194,803	0	651,403
				TOTAL FOR ALL FUNCTIONS		0800	Housing	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		0800	Street Lighting	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		1000	Refuse sites	0	153,522	0	0	153,522
				TOTAL FOR ALL FUNCTIONS		1100	Gas	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		1200	Other	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		1300	Sub-total Infrastructure	0	1,579,871	369,134	0	1,949,006
				TOTAL FOR ALL FUNCTIONS		1400	COMMUNITY	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		1500	Establishment of Parks & Gardens	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		1600	Spotsfields	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		1700	Community Halls	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		1800	Libraries	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		1900	Recreational Facilities	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2000	Clinics	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2100	Museums & Art Galleries	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2200	Other	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2300	Sub-total Community	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2310	HERITAGE ASSETS	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2311	Heritage Assets	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2312	Sub-total Heritage Assets	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2320	INVESTMENT PROPERTIES	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2321	Investment Properties	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2322	Sub-total Investment Properties	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2400	OTHER ASSETS	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2500	Other motor vehicles	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2600	Plant & equipment	0	42,867	0	0	42,867
				TOTAL FOR ALL FUNCTIONS		2700	Office equipment	0	110,281	0	0	110,281
				TOTAL FOR ALL FUNCTIONS		2800	Abattoirs	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		2900	Markets	0	56,685	0	0	56,685
				TOTAL FOR ALL FUNCTIONS		3000	Airports	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		3100	Security Measures	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		3110	Civic Land and Buildings	0	0	19,625	0	19,625
				TOTAL FOR ALL FUNCTIONS		3120	Other Land and Buildings	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		3200	Other	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		3300	Sub-total Other Assets	0	209,833	19,625	0	229,458
				TOTAL FOR ALL FUNCTIONS		3400	SPECIALISED VEHICLES	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		3500	Refuse	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		3600	Fire	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		3700	Conservancy	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		3800	Ambulances	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		3900	Buses	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4000	Sub-total Specialised Vehicles	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4010	AGRICULTURAL ASSETS	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4011	Agricultural Assets	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4012	Sub-total Agricultural Assets	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4020	BIOLOGICAL ASSETS	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4021	Biological Assets	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4022	Sub-total Biological Assets	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4030	INTANGIBLES	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4031	Intangibles	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4032	Sub-total Intangibles	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4100	TOTAL	0	1,789,705	388,759	0	2,178,464
				TOTAL FOR ALL FUNCTIONS		4200	SOURCE OF FINANCE	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4300	External Loans	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4400	Asset Financing Reserve	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4500	Surplus Cash	0	362,432	368,769	0	751,191
				TOTAL FOR ALL FUNCTIONS		4600	Public contributions/ donations	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4700	National Government Transfers and Grants	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4701	Provincial Government Transfers and Grants	0	970,673	0	0	970,673
				TOTAL FOR ALL FUNCTIONS		4702	District Municipality Transfers and Grants	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		4703	Other Transfers and Grants	0	456,600	0	0	456,600
				TOTAL FOR ALL FUNCTIONS		4800	Leases	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		5000	Other	0	0	0	0	0
				TOTAL FOR ALL FUNCTIONS		5100	TOTAL FINANCING	0	1,789,705	388,759	0	2,178,464

WITZENBERG MUNICIPALITY

Report: Expenditure on Staff & Councillor Benefits - YTD Act Dec

(Report in terms of Section 66 of the MFMA)

MFMA Section	Item Description	Original Budget 2018/2019	Amended Budget 2018/2019	Year to Date Total	% Spent to date
Staff Benefits					
66(a)	Salaries and Wages	111,885,561	108,900,728	49,284,019	45.26%
66(b)	Contributions to pension funds and medical aid	24,537,483	24,526,237	11,364,339	46.34%
66(c)	Travel, accommodation and subsistence	5,091,933	5,091,933	2,640,708	51.86%
66(d)	Housing benefits and allowances	1,686,048	1,686,048	726,069	43.06%
66(e)	Overtime	11,713,179	11,728,179	8,245,741	70.31%
66(f)	Loans and advances	0	0	0	0.00%
66(g)	Other type of benefit or allowances related to staff	24,949,898	24,929,898	15,229,486	61.09%
	Sub - Total (Staff Benefits)	R 179,864,102	R 176,863,023	R 87,490,362	49.47%
Councillor Benefits					
MAY	Mayor	915,791	915,791	309,154	33.76%
DM	Deputy Mayor	681,867	681,867	278,714	40.88%
SP	Speaker	682,142	682,142	277,905	40.74%
MCM	Mayoral Committee members	2,453,677	2,453,677	1,032,889	42.10%
CLLR	Other Councillors	4,700,235	4,700,235	2,038,485	43.37%
MED	Medical aid contributions	212,480	212,480	86,969	40.93%
PEN	Pension fund contributions	1,062,928	1,062,928	497,254	46.78%
WARD	Ward Committee Allowance	1,440,000	1,440,000	658,500	45.73%
	Sub - Total (Councillors' Benefits)	12,149,120	R 12,149,120.00	R 5,179,869.66	42.64%
	Total Councillor and Staff Benefits	R 192,013,222	R 189,012,143	R 92,670,232	49.03%

MUNICIPALITY WITZENBERG

Report: Withdrawals from Municipal Bank Accounts

Quarter ending December 2018

Report in terms of section 11(4)(a) of the MFMA, Act no 56 of 2003

MFMA Section	Item Description	Income			Expenditure			Expenditure			Total YTD Income	Total YTD Expenditure
		Income transactions October 2018	Income transactions November 2018	Income transactions December 2018	Expenditure transactions October 2018	Expenditure transactions November 2018	Expenditure transactions December 2018	Income YTD transactions Quarter 2	Expenditure YTD transactions Quarter 2			
		R	R	R	R	R	R	R	R	R	R	R
11(1) (b)	Expenditure authorised in terms of section 26(4) (Expenditure before annual budget is approved)											
11(1) (c)	Unforeseeable and unavoidable expenditure authorised in terms of section 29(1) (Mayor may approve emergency or other exceptional circumstances expenditure for which no budget provision was made)											
11(1) (d)	Section 12 withdrawals (Relief, charitable, trust or other funds withdrawals)											
11(1) (e) (i)	Money collected on behalf of organ of state:											
	- VAT	-	-	-	3,051,004	3,276,375	2,892,094	-	9,219,473	-	-	17,192,453
11(1) (e) (ii)	- Agency fees, for example motor registration, drivers licence, etc.											
11(1) (f)	Insurance received by the Municipality on behalf of organ of state											
11(1) (g)	Refund of money incorrectly paid into bank account											
	Refund of guarantees, sureties & security deposits	-206,908	-241,112	-84,960	157,870	101,144	138,401	-532,980	397,414	-	-1,022,651	776,402
		-206,908	-241,112	-84,960	3,208,874	3,377,519	3,030,495	-532,980	9,616,888	-	-1,022,651	17,968,855
		Transactions			Transactions			YTD Transactions				
		October 2018			November 2018			Quarter 2				
11(1) (h)	Cash management and investment purposes:											
	- Realised	-25,000,000	-25,000,000	-25,000,000								
	- Made	-	-	60,000,000								
	- Net movement	-25,000,000	-25,000,000	35,000,000								

**Finance Management Grant
Monthly Report as per the Division of Revenue Act**

The onus is on the municipality to confirm that the return has been received by NT

Municipality WC022 Witzenberg

Financial Year	2018/19
Month End	M06 Dec

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	1,550,000
Received This Month	0
Total FMG Funds Received	1,550,000
Spent Prior Periods (Since Inception) - See Last Months Form	536,492
Spent This Month	122,232
Total FMG Funds Spent	658,724
Total FMG funds Received and Not Spent	891,276
Percentage of Funds Spent	42.50%
Funds Currently Committed but Not Spent	

To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Save file as: Muncde_FMG_ccyy_Mnn.XLS (e.g. GT411_FMG_2005_M01.xls)

Muncde = Municipality Code , ccyy = Financial Year End , Mnn = M01... M12

Municipal Infrastructure Grant (MIG)
Monthly Report as per the Division of Revenue Act

The onus is on the municipality to confirm that the return has been received by NT

Municipality **WC022 Witzenberg**

Financial Year **2018/19**
Month End **M06 Dec**

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	8,000,000
Received This Month	7,566,000
Total MIG Funds Received	15,566,000
Spent Prior Periods (Since Inception) - See Last Months Form	5,721,636
Spent This Month	1,115,212
Total MIG Funds Spent	6,836,848
Total MIG funds Received and Not Spent	8,729,152
Percentage of Funds Spent	43.92%
Funds Currently Committed but Not Spent	0
Scheduled Transfers Withheld	

Conditions:

- Prioritise residential infrastructure for water, sanitation, refuse removal, street lighting, solid waste, connector and bulk infrastructure, and other municipal infrastructure like roads, in line with the MIG policy framework and/or other government sector policies established before the start of the municipal financial year.
- Compliance with Chapter 5 of the Municipal Systems Act (200). Infrastructure investment and delivery must be based on an Integrated Development Plan that provides a medium to long-term framework for sustainable human settlements and is in accordance with the principles of the national Spatial Development Perspective.
- Municipalities must adhere to the labour-intensive construction methods in terms of the Expanded Public Works Programme (EPWP) guidelines.
- Compliance with the Division of Revenue Act, including additional reporting requirements on spending and projects as approved by National Treasury.

(Print Name Below)

I, _____, The Accounting Officer or Delegate certify that the above information is correct and that this report has been submitted electronically as required.

Signed

Dated _____

To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Save file as: Muncde_MIG_ccyy_Mnn.XLS (e.g. GT411_MIG_2009_M01.xls)

Muncde = Municipality Code, ccyy = Financial Year End, Mnn = M01... M12

**Integrated National Electrification Programme Grant (INEG)
Monthly Report as per the Division of Revenue Act**

The onus is on the municipality to confirm that the return has been received by NT

Municipality **WC022 Witzenberg**

Financial Year **2018/19**

Month End **M06 Dec**

Financial Accounting for Grant Funds Received and Expended

	Rand
Received Prior Periods (Since Inception) - See Last Months Form	5,000,000
Received This Month	
Total INEG Funds Received	5,000,000
Spent Prior Periods (Since Inception) - See Last Months Form	205,462
Spent This Month	0
Total INEG Funds Spent	205,462
Total INEG funds Received and Not Spent	4,794,538
Percentage of Funds Spent	4.11%
Funds Currently Committed but Not Spent	0
Scheduled Transfers Withheld	

Conditions:

- Municipalities must contractually undertake to:
 - Account for the allocated funds on a monthly basis by the 10th of every month
 - Pass all benefits to end-customers
 - Not utilize the fund for any purpose other than electrification
 - Ring-fence funds transferred. Adhere to the approved electrification programme and agreed cash flow budgets
 - Ring-fence electricity function
 - Reflect all assets created under the Integrated national Electrification Program (INEP) on the municipal asset register; this is to assist the process for the formation of the REDS
 - Safety operate and maintain the infrastructure
 - Adhere to the labour intensive construction methods in terms of the Expanded Public Works Programme (EPWP) guidelines for activities such as trenching, planting of poles, etc.
 - Register the master Plans for bulk infrastructure in terms of the INEP framework and to abide by the directives of the Department regarding the central planning and co-ordination for such bulk infrastructure. This is to maximize the economies of scale in the creation of bulk infrastructure affecting more than one municipality
 - Use INEP funds for the refurbishment of critical infrastructure, only upon submission of a project plan which must be approved under a framework to be regulated by the Department.

(Print Name Below)

I, _____, The Accounting Officer or Delegate certify that the above information is correct and that this report has been submitted electronically as required.

Signed

Dated _____

To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Save file as: Muncde_INEG_ccyy_Mnn.XLS (e.g. GT411_INEG_2009_M01.xls)

Muncde = Municipality Code , ccyy = Financial Year End , Mnn = M01... M12

Witzenberg Municipality Grant Register

	Operational				Capital				Total Grant
	Opening Balance	Receipts	Transferred to Revenue/Capital	Closing Balance	Opening Balance	Receipts	Transferred to Revenue/Capital	Closing Balance	
National Government	370	-2,796,000	1,530,029	-1,265,602	1,091,818	-20,566,000	7,042,310	-12,431,872	-13,697,473
Municipal Infrastructure Grant	-	-	-	-	95,671	-15,566,000	6,836,848	-8,633,481	-8,633,481
Municipal Water Infrastructure	-	-	-	-	-	-	-	-	-
Municipal Systems Improvement	0	-	-	0	-	-	-	-	0
Neighbourhood Development Part	-	-	-	-	-321	-	-	-321	-321
Water Services Infrastructure	-	-	-	-	-	-	-	-	-
Expanded Public Works Programm	29,359	-1,246,000	871,305	-345,336	-	-	-	-	-345,336
Local Government Financial Man	-28,990	-1,550,000	658,724	-920,266	11,243	-	-	11,243	-909,024
Regional Bulk Infrastructure G	-	-	-	-	183,768	-	-	183,768	183,768
Integrated National Electric	-	-	-	-	801,458	-5,000,000	205,462	-3,993,080	-3,993,080
Provincial Government	2,381,982	-7,040,941	161,327	-4,497,632	-5,804,708	-12,900,000	12,500,000	-6,204,708	-10,702,341
Municipal Infrastructure	-	-	-	-	1,046,497	-	-	1,046,497	1,046,497
Human Settlement Development	3,084,379	-312,940	154,940	2,926,379	-6,380,050	-12,900,000	12,500,000	-6,780,050	-3,853,671
Regional Social Economical Pro	-	-	-	-	-	-	-	-	-
Performance Management	-	-	-	-	-	-	-	-	-
Financial Management Support (-329,770	-	-	-329,770	-	-	-	-	-329,770
LOCAL GOVERNMENT COMPLIANCE	-	-	-	-	-	-	-	-	-
Fire Services	-	-	-	-	-	-	-	-	-
mSCOA Grant	-	-	-	-	-	-	-	-	-
Maintenance and Construction	-	-	-	-	-	-	-	-	-
Community Development Workers	-	-	-	-	-	-	-	-	-
Replacement Funding	-449,428	-	6,387	-443,041	-	-	-	-	-443,041
Financial Assistance to Municipi	-	-	-	-	-	-	-	-	-
Rural Development Grant	-	-	-	-	-471,155	-	-	-471,155	-471,155
Library Service	-	-6,428,001	-	-6,428,001	-	-	-	-6,428,001	-6,428,001
Thusong Centre	-	-	-	-	-	-	-	-	-
Financial Management	60,000	-	-	60,000	-	-	-	-	60,000
Maintenance of Main Road	16,800	-	-	16,800	-	-	-	-	16,800
Sports and Recreation	-	-300,000	-	-300,000	-	-	-	-	-300,000
Regional Social Economic Proje	-	-	-	-	-	-	-	-	-
District Municipalities	-400,000	-	-	-400,000	-500,000	-	-	-500,000	-900,000
Sport and Recreation	-300,000	-	-	-300,000	-	-	-	-	-300,000
Planning and Development	-100,000	-	-	-100,000	-	-	-	-	-100,000
Waste Water Management	-	-	-	-	-500,000	-	-	-500,000	-500,000
Foreign Government and Interna	-1,865,504	-867,686	-	-2,733,190	-	-	-	-	-2,733,190
Foreign Government and Interna	-1,865,504	-867,686	-	-2,733,190	-	-	-	-	-2,733,190
Total Grants	116,847	-10,704,627	1,691,356	-8,896,424	-5,212,890	-33,466,000	19,542,310	-19,136,580	-28,033,004

WITZENBERG MUNICIPALITY

NOTES ON THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 NOVEMBER 2018

8 PROPERTY, PLANT AND EQUIPMENT

8.1 30 JUNE 2019

Reconciliation of Carrying Value	Land R	Buildings R	Infrastructure R	Community R	Lease Assets R	Other R	Total R
Carrying value at 1 July 2018	77,370,867	89,963,657	563,637,806	68,673,868	26,370	43,554,912	843,227,480
Cost	77,370,867	100,191,957	703,771,776	77,811,002	1,893,599	81,696,468	1,042,735,668
Original Cost	77,370,867	100,191,957	703,771,776	77,811,002	1,893,599	81,696,468	1,040,792,995
Accumulated Impairments	-	-	(19,803)	-	-	(615,534)	(635,337)
Original Cost	-	-	(19,803)	-	-	(615,534)	(621,546)
Accumulated Depreciation	-	(10,228,300)	(140,114,167)	(9,137,133)	(1,867,230)	(37,526,022)	(198,872,851)
Original Cost	-	(10,228,300)	(140,114,167)	(9,137,133)	(1,867,230)	(37,526,022)	(196,871,884)
Acquisitions	-	-	21,926,120	1,741,019	-	10,228,441	33,895,580
Capital under Construction	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Cost	-	-	-	-	-	-	-
Impairments	-	-	-	-	-	-	-
Impairment	-	-	-	-	-	-	-
Depreciation	1,187,784	1,381,107	8,652,871	1,054,269	405	668,648	12,945,084
Normal Depreciation for the year	1,187,784	1,381,107	8,652,871	1,054,269	405	668,648	12,945,084
Carrying value of disposals	-	-	-	-	-	-	-
Cost	-	-	-	-	-	-	-
Accumulated Impairments	-	-	-	-	-	-	-
Accumulated Depreciation	-	-	-	-	-	-	-
Carrying value at 31 December 2018	78,558,651	91,344,764	594,216,797	71,469,156	26,774	54,452,001	890,068,144
Cost	77,370,867	100,191,957	725,697,896	79,552,020	1,893,599	91,924,910	1,076,631,248
Original Cost	77,370,867	100,191,957	725,697,896	79,552,020	1,893,599	91,924,910	1,076,631,248
Accumulated Impairments	-	-	(19,803)	-	-	(615,534)	(635,337)
Original Cost	-	-	(19,803)	-	-	(615,534)	(635,337)
Accumulated Depreciation	1,187,784	(8,847,193)	(131,461,296)	(8,082,864)	(1,866,825)	(36,857,374)	(185,927,768)
Original Cost	1,187,784	(8,847,193)	(131,461,296)	(8,082,864)	(1,866,825)	(36,857,374)	(185,927,768)

Intangible Assets

	2019 R
Computer Software	
Net Carrying amount at 1 July 2018	2,649,406
Cost	4,986,239
Accumulated Amortisation	(2,336,833)
Accumulated Impairment	-
Additions	187,741
Amortisation for Year	-
Impairments	
Disposals	
Net Carrying amount at 31 December 2018	2,837,147
Cost	5,173,980
Accumulated Amortisation	(2,336,833)
Accumulated Impairment	-

Heritage Assets

	2019 R
Net Carrying amount at 1 July 2018	550,000
Cost	550,000
Accumulated Impairment	-
Acquisitions	-
Disposals	-
Transfers	-
Net Carrying amount at 31 December 2018	550,000
Cost	550,000
Accumulated Impairment	-

Capitalised Restoration Cost

	2019 R
Net Carrying amount at 1 July 2018	13,105,029
Cost	44,946,927
Under Construction	-
Accumulated Depreciation	(31,841,898)
Accumulated Impairment	-
Acquisitions	-
Disposals	-
Depreciation for the year	-
Impairment	-
Transfers from Inventory	-
Transfers	-
Net Carrying amount at 31 December 2018	13,105,029
Cost	44,946,927
Accumulated Depreciation	(31,841,898)
Accumulated Impairment	-

INVESTMENT PROPERTY**Net Carrying amount at 1 July 2018****45,659,822**

-

Cost

48,474,329

Accumulated Depreciation

(2,814,507)

Accumulated Impairment

-

Acquisitions

-

Correction

-

Depreciation for the year

-

Impairment

-

Transfers from Inventory

-

Transfers

-

Net Carrying amount at 31 December 2018**45,659,822**

Cost

48,474,329

Accumulated Depreciation

(2,814,507)

Accumulated Impairment

-

INSURANCE REPORT: November & December 2018

Claims movement for the month

Total claims open at the beginning of the month	55
New claims for the month	11
Claims closed during the month	16
Prior month adjustment	
Total claims open at the end of the month	50

Old Aon claims outstanding

	R2 994 040.84
Claim: 432- Five year old Boy burned at Pump station Date Reported: 2009/10/28. Reason: Letter of rejection of claim issued / claim re-opened- New Summons Received. Meeting held with Attorneys. Awaiting further response. Still sub-judicative. Date 15/05/2018: Still awaiting a trial date from the plaintiff – plaintiff to determine the pace of proceedings.	1 210 000.00
Claim: 378- Incident at Dennebos Date Reported: 2009/07/28 Reason: Letter of rejection of claim issued / claim re-opened bear 29/11/2015: Judgement: The municipality is ordered to pay the costs of this application on an attorney and own client scale (punitive scale). 24/11/2016: The municipality has been ordered by the High Court to pay an amount of R780 000.	1 427 600.00
Claim: 581-Truck CFA829 with trailer CFA1747 with Bomag in accident with CF143851) Date Reported: 2012/01/17 Reason: Claim denied. Only damage to trailer was not denied. Damage to Bomag Roller denied. Date: 15/05/2018: Claim has been closed.	356 440.84
Claim: 583-Gunter C Mrs (Fell on pavement after stepping into hole. Date Reported: 2012/01/23 Reason: Additional Information submitted from third party lawyers. Legal proceedings are in progress. Lion of Africa attorney served a notice of intention to defend on 4 August 2014. Attorney withdrew. Awaiting correspondence from AON regarding the appointment of new attorney Date: 22/10/2015: Internal Legal department are currently in consultation with new attorneys. Date: 15/05/2018: Trial date has been set for 4 June 2018.	585 765.80

Current progress on claims

Action Taken	Total
Additional Information Submitted to Insurance	4
Awaiting Invoice	3
Claim Reported, Awaiting Response from Insurer	8
Awaiting Receipt	
Insurer requires proof of excess payment	
Request for Quotations Submitted	
Awaiting Refund	3
Requested Department to obtain Quotation	
Insurer requires additional information	11
Additional Information Requested from relevant department	
Invoice received and submitted for payment/or refund to Insurers	2
Assessor appointed	7
Quotations submitted to Insurer, Awaiting Approval	4
Agreement of Loss signed and submitted to Insurer	1
Agreement of loss received	1
Memo submitted to Manager for approval	
Claim within excess: Memo submitted to Manager for approval	4
Awaiting Agreement of Loss	
Awaiting Settlement	
Settlement Received	
Claims closed	1
Insurer will contact 3rd Party	1
Grand Total	50

Age analysis of Outstanding Claims

Category	AON	INDWE	LATERAL UNISON	Grand Total
30 days or Less	-	-	7	7
More than 30 days	-	-	5	5
60 days or more	-	-	11	11
More than 120 Days	8	8	11	27
Grand Total	8	8	34	50

QUALITY CERTIFICATE

I, Mr D Nasson, Municipal Manager of Witzenberg Municipality, hereby certify that –

- The monthly in year monitoring reports for the month of December 2018

has been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act.

Mr D Nasson

Municipal Manager of WITZENBERG MUNICIPALITY.

Signature :



Date:



WITZENBERG

MUNISIPALITEIT

UMASIPALA

MUNICIPALITY

- MEMORANDUM -

AAN/TO: MUNICIPAL MANAGER

VAN/FROM: MANAGER: PROJECTS & PERFORMANCE

DATE: 11 February 2019

LêER VERW./FILE REF.: 05/01/5/11

PROPOSED REVISIONS TO THE 2018/19 SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN AS PER SECTION 54(1)(C) OF THE MFMA

The Municipal Finance Management Act in terms of Section 54(1)(c) determines that: *“On receipt of a statement or report submitted by the accounting officer of the municipality in terms of section 71 or 72, the mayor must – (c) consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustment budget;”*

The Mid-year budget and performance assessment (Section 72 Report) was tabled at the Council meeting held on the 23rd of January 2019 as per item 8.1.3.

A thorough assessment of the performance of the municipality in the first half of the financial year was completed with the inputs from senior management and revision to the following non-financial annual service delivery targets and performance indicators are proposed:

Ref nr	Key Performance Indicator	Original Target	Proposed New Target	Motivation
TecEI36	Number of subsidised electricity connections installed. <u>Change to:</u> Percentage of houses in a subsidised housing project connected to the electrical network.	100	95%	It is proposed that the KPI name be changed from <i>“Percentage of houses in a subsidised housing project connected to the electrical network”</i> . The reason for the proposed change is that the relevant department for the KPI is dependent on the Housing Department & Contractor to submit to them valid applications where electrical connections can be done. Various delays such as construction period and/or handover to beneficiaries cannot be managed by the electrical department. The KPI is therefore changed to a percentage of valid applications that should be connected.
TecDir2	Number of subsidised serviced sites developed.	400	529	The target relates to the construction of serviced sites at the Vredebes subsidised housing development Phase F1 (Project 3199.03). Project approval from the Department of Human Settlements was received on 25/01/2018 with resolution nr 18/03. The project of 635 sites is being implemented over two financial years. In 2017/18, 101 sites were reported to be completed. The target is there for adjusted to less than the remainder of the approved sites as the possibility exists that some sites may not be developed due to geotechnical constraints. The new target is however an increase to the existing target.
ComHS14	Number of housing opportunities provided per year - top structures.	100	30	The implementation of the project for the construction of top structures at Vredebes relates. Project nr 3199.02 for 600 houses was approved by the Department of Human

Ref nr	Key Performance Indicator	Original Target	Proposed New Target	Motivation
				Settlements on 11/05/2018. The construction of the houses will be phased over a couple of years. The delay in the implementation of the project relates mainly to the approval of housing typologies by Council as the project included different housing typologies such as walk-ups & semi-attached to adhere to densification principles. After various technical meetings between Council, the community & the Department of Human Settlements, the layout was approved 8/01/2019 and construction started in February 2019. The target for completed houses by end of June 2019 is therefore reduced to 30.
ComHS15	Number of rental stock transferred.	50	40	The target for end of December were 20 properties to be transferred with 19 actual achieved. It is however extremely difficult to get the cooperation of beneficiaries for the signing of contracts and agreements for payment of outstanding debts to obtain rate clearance certificates. The Housing & Finance departments have started with door-to-door campaigns to increase awareness and persuade beneficiaries to sign. It is however foreseen that the original target of 50 will not be achieved under the existing challenges and are therefore reduced to 40.
ComSoc41	Number of account holders subsidised through the municipality's Indigent Policy	3000	4500	The Indigent Policy that was adjusted by Council in May 2018 had the result that there was a major increase in the number of beneficiaries. The KPI measures the number of actual beneficiaries against a set target of expected beneficiaries. If the actual are less than the target is viewed as positive as it indicates an increase in the financial health of the community as less people have to rely on the Indigent Subsidy. The target are therefore increased to 4 500 as a result of the expected increase of beneficiaries by year-end due to the change in policy.

For further consideration and approval.



Medium Term Revenue and Expenditure Framework

Adjustments Budget
2018/2019 to 2020/2021

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Glossary

Adjustments Budget – Prescribed in section 28 of the MFMA. The formal means by which a municipality may revise its annual budget during the year.
Allocations – Money received from Provincial or National Government or other municipalities.
AFS – Annual Financial Statements.
Budget – The financial plan of the Municipality.
Budget Related Policy – Policy of a municipality affecting or affected by the budget, examples include tariff policy, rates policy and credit control and debt collection policy.
Capital Expenditure - Spending on assets such as land, buildings and machinery. Any capital expenditure must be reflected as an asset on the Municipality's Statement of Financial Performance.
Cash Flow Statement – A statement showing when actual cash will be received and spent by the Municipality. Cash payments do not always coincide with budgeted expenditure timings. For example, when an invoice is received by the Municipality it is shown as expenditure in the month it is received, even though it may not be paid in the same period.
CFO – Chief Financial Officer
DORA – Division of Revenue Act. Annual legislation that shows the total allocations made by national to provincial and local government.
Equitable Share – A general grant paid to municipalities. It is predominantly targeted to help with free basic services.
Fruitless and wasteful expenditure – Expenditure that was made in vain and would have been avoided had reasonable care been exercised.
GFS – Government Finance Statistics. An internationally recognised classification system that facilitates like for like comparison between municipalities.
GRAP – Generally Recognised Accounting Practice. The new standard for municipal accounting and basis upon which AFS are prepared.
IDP – Integrated Development Plan. The main strategic planning document of the Municipality
KPI's – Key Performance Indicators. Measures of service output and/or outcome.
MFMA – The Municipal Finance Management Act – No. 53 of 2003. The principle piece of legislation relating to municipal financial management.
MTREF – Medium Term Revenue and Expenditure Framework. A medium term financial plan, usually 3 years, based on a fixed first year and indicative further two years budget allocations. Also includes details of the previous three years and current years' financial position.
NT – National Treasury
Net Assets – Net assets are the residual interest in the assets of the entity after deducting all its liabilities. This means the net assets of the municipality equates to the "net wealth" of the municipality, after all assets were sold/recovered and all liabilities paid. Transactions which do not meet the definition of Revenue or Expenses, such as increases in values of Property, Plant and Equipment where there is no inflow or outflow of resources are accounted for in Net Assets.
Operating Expenditure – Spending on the day to day expenses of the Municipality such as salaries and wages.
Rates – Local Government tax based on the assessed value of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the rand.
R&M – Repairs and maintenance on property, plant and equipment.

SCM – Supply Chain Management.
SDBIP – Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budget estimates.
Strategic Objectives – The main priorities of the Municipality as set out in the IDP. Budgeted spending must contribute towards the achievement of the strategic objectives.
Unauthorised expenditure – Generally, expenditure without, or in excess of, an approved budget.
Virement – A transfer of budget.
Virement Policy – The policy that sets out the rules for budget transfers.
<p>Vote – One of the main segments into which a budget is divided. In Witzenberg Municipality the following votes and responsible senior manager was approved:</p> <ul style="list-style-type: none"> • Budget & Treasury Office – Director: Financial services • Civil Services - Director: Technical services • Community & Social Services – Director: Community services • Corporate Services – Director: Corporate services • Electro Technical Services - Director: Technical services • Executive & Council – Municipal Manager • Housing– Director: Community services • Planning - Director: Technical services • Public Safety– Director: Community services • Sport & Recreation– Director: Community services

PART 1 – ADJUSTMENTS BUDGET

Section 1 – Mayor’s Report

Introduction

The adjustment budget seeks to rectify issues identified in the mid-year assessment of the financial results as well as the inclusion of additional allocations. It is drafted in terms of section 28 of the MFMA and seeks to adhere to the stipulations of specifically section 28(2) of the MFMA.

1.1 Reasons for the adjustments budget

The reason for the tabling of an adjustment budget is fully disclosed in the executive summary of this report. A brief summary of the reasons in terms of Section 28 of the MFMA are discussed below:

1.1.1 *New allocations of cash backed accumulated funds;*

No requests for new allocations of cash backed accumulated funds.

1.1.2 *Multi-year funds shifting in relation to the capital programme;*

Please refer to supporting table SB19 for details of material adjustments to the capital budget.

1.1.3 *Unforeseen and unavoidable expenditure;*

No unforeseen and unavoidable expenditure as in terms of section 29 of the MFMA was included.

1.1.4 *Allocations and grant adjustments;*

The following adjustment were made to Grant Allocations in terms of Provincial and National Adjustments:

Regional bulk infrastructure grant:	(R9 500 000)	Downwards
Regional socio-economic project/violence prevention	(R2 000 000)	Downwards
Community Development Workers	(R148 000)	Downwards
Development Bank of South Africa	R1 800 000	Upwards

1.1.5 *Transfer of funds between expenditure items.*

No material transfer of funds between expenditure items

1.2 Any other information considered relevant by the mayor

None

Section 2 – Resolutions

ADJUSTMENTS MTREF 2018/2019

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

RECOMMENDATION:

- a) That the adjustment budget of Witzenberg Municipality for the financial year 2018/2019 as set out in the budget documents for be approved:
 - i. Table B1 - Budget summary;
 - ii. Table B2 - Adjustments Budget Financial Performance (by standard classification);
 - iii. Table B3 - Budgeted Financial performance (Revenue and Expenditure) by Vote;
 - iv. Table B4 - Adjustments Budget Financial Performance (revenue by source); and
 - v. Table B5 - Budgeted Capital Expenditure by Vote, standard classification and funding.
- (b) That the monthly and quarterly financial targets of the service delivery and budget implementation plan be adjusted to correspond with the approved adjustments budget figures.

Section 3 – Executive Summary

3.1 Introduction

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

Operational budget

The operational budget has been adjusted to include the recognition and/or de-recognition of any capital grants in respect of projects. The most notable adjustment relates to the removal of Regional Bulk Infrastructure Grant (RBIG) allocation with a total amount of R9 500 000 for the Tulbagh Dam. The Department of Water and Sanitation has not released any funding to the Municipality in terms of what was gazetted and therefore it is being removed from the budget. Provincial gazette dated 22 November withdrew the allocation for Human Settlements development Grant of R 5 000 000 and Community Development Workers grant of R 148 000.

In summary the operating budget has been adjusted as follow:

Reason for Adjustment	MFMA Ref	Revenue	Expenditure
Budget Verification Alignments	28(2)(f)	-	R 1 448 636
Grant Adjustments	28(2)(a)&(g)	2 361 500	R 1 902 467
Other Adjustments	28(2)(g)	(1 355 620)	R 6 907 244
	Total	1 005 880	R 10 258 347

In terms of revenue adjustments the most notable can be summarised as follow:

Item Description	Amount	Comment
DBSA allocation	R 1 800 000	additional funding received
Surcharges and taxes	(R 1355 620)	RBIG / RESEP removed
Belgium allocation	R 288 550	additional funding received

In terms of grant adjustments and donations the most notable can be summarised as follow:

Item Description	Amount	Comment
Roads Master planning (DBSA)	R 1 800 000	allocation made by DBSA
CDW Grant Expenditure	(R 148 000)	grant withdrawn
Repairs & Maintenance to Library	R 536 484	re-allocated from capital
LED (Belgium Grant)	R 288 550	additional Belgium funding
Capacity Building Grant	R 360 000	grant not accounted for: Error

In terms of other adjustments, the most notable can be summarised as follow:

Item Description	Amount	Comment
Interest Expense: Landfill Sites	R 4 319 869	recalculation adjustment
Depreciation Expense: Landfill Sites	R 1 133 334	recalculation adjustment
Roads Master planning (Own contribution)	R 340 000	municipal contribution in terms of funding received
Incapacity Hearing	R 230 000	additional funding needed
Connection/Disconnection: Electricity	R 488 640	additional funding needed

The total adjustments are summarised in supporting table B4-Financial Performance

Capital budget

Provincial gazette dated 22 November withdrew the allocation of Regional Socio-economic Project (RSEP) of R 2 000 000 earmarked for pavement upgrades and pedestrian routes. In terms of the capital budget, the most notable adjustments can be summarised as follow:

Item Description	Amount	Comment
Municipal Infrastructure Grant	R435 653	additional funding
Library Grant	(R400 000)	allocated to capital
Housing	R8 837 638	additional spending
Regional Social Economic Project	(R 1 739 131)	grant withdrawn
Regional Bulk Infrastructure	(R8 260 870)	grant withdrawn

3.2 Provision of basic services

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

3.3 Effect of the adjustments budget

3.3.1 *Service delivery and budget implementation plan*

Except for the adjustment of the monthly revenue and expenditure targets the impact to the SDBIP is minimal. No non-financial performance targets have been adjusted.

3.3.2 *Service delivery agreements*

Tenders already approved in the previous financial year will be able to be completed by the approval of the adjustments budget.

3.3.3 *Medium term revenue and expenditure framework*

Except for the depreciation charges of the additional capital expenditure the impact to the outer years is minimal.

3.3.4 *Long term financial sustainability*

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

3.4 Adjustment highlights

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

3.4.1 **Correction of expenditure.**

No material correction

3.4.2 Appropriation of additional revenues

Additional allocation of R1 800 000 is expected from the Development Bank of South Africa (DBSA). These funds will be utilised for Roads Master planning

Transfers recognised – capital

Adjustments to Capital Grants are as follow:

<i>Grant Name</i>	<i>Amount</i>	
Regional Bulk Infrastructure Grant:	R9 500 000	(Downwards)
Regional Social/Violence Project	R2 000 000	(Downwards)

3.4.3 Authorisation of unforeseen and unavoidable expenditure

No material items.

3.4.4 Utilisation of project savings between votes

No material items.

3.4.5 Correction of errors in annual budget

Correction were made in relation to the following

3.4.6 Roll-over of unspent funds

No roll-over of unspent funds

PART 2 – SUPPORTING DOCUMENTATION

Section 5 – Adjustments to budget assumptions

Revenue

There are no changes to the budget assumptions for operating revenue.

Expenditure

There are no changes to the budget assumptions for operating expenditure.

Section 6 – Adjustments to budget funding

6.1 Summary of the impact of the adjustments budget

6.1.1 *Funding of operating and capital expenditure*

The increase in the budgets are funded by grants and own revenue.

6.1.2 *Financial plans*

No amendments.

6.1.2 *Reserves*

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

6.1.3 *Financial sustainability of the municipality*

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

6.2 Expenditure funded in accordance with MFMA section 18

No additional new loans included in the budget.

6.3 Adjustments to collection levels estimated

None

6.4 Adjustments to the monetary investments

No major adjustments.

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

None

6.6 Adjustments related to proceeds from the sale of assets

None

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

None

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

None

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

None

Section 7 – Adjustments to expenditure on allocations and grant programmes

Disclosure on expenditure on allocations and grant programmes is included in supporting table SB7. Small adjustments were made to SB7 in order to align it to the DORA allocations

Section 8 – Adjustments to allocations or grants made by the municipality

None

The revenue foregone over the MTREF is included in Table B10.

Section 9 – Adjustments to councillors and board members allowances and employee benefits

None.

Section 10 – Adjustments to service delivery and budget implementation plan

10.1 Quarterly service delivery targets and performance indicators in the SDBIP

No adjustments were made to any non-financial indicators.

10.2 Key financial indicators

No adjustments were made to the key financial indicators.

10.3 Monthly targets for revenue, expenditure and cash flow

No major adjustments

Section 11 Municipal Manager's quality certification

Quality Certificate

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

Print name Mr D NASSON

Municipal Manager of Witzenberg Municipality

Signature _____

Date _____

|WC022 Witzenberg - Table B1 Adjustments Budget Summary -

Wozze 2 WZ - Table B1 Adjustments Budget Summary											
Description	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
	Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
	A	1 A1	2 B	3 C	4 D	5 E	6 F	7 G	8 H		
R thousands											
Financial Performance											
Property rates	70 002	70 002	-	-	-	-	(1 811)	(1 811)	68 191	74 202	78 654
Service charges	316 407	316 407	-	-	-	-	1 811	1 811	318 218	335 040	355 142
Investment revenue	8 202	8 202	-	-	-	-	-	-	8 202	8 695	9 216
Transfers recognised - operational	135 381	137 187	-	-	-	-	(20 756)	(20 756)	116 431	160 497	162 885
Other own revenue	54 190	54 190	-	-	-	-	1 356	1 356	55 545	59 208	58 692
Total Revenue (excluding capital transfers and contributions)	584 181	585 987	-	-	-	-	(19 401)	(19 401)	566 587	637 641	664 590
Employee costs	179 864	178 021	-	-	-	-	(582)	(582)	177 440	190 612	203 710
Remuneration of councillors	10 709	10 709	-	-	-	-	-	-	10 709	11 352	12 033
Depreciation & asset impairment	43 032	43 032	-	-	-	-	1 133	1 133	44 165	45 565	48 930
Finance charges	3 671	3 685	-	-	-	-	4 320	4 320	8 005	3 892	4 111
Materials and bulk purchases	218 603	217 045	-	-	-	-	(40)	(40)	217 006	228 290	241 414
Transfers and grants	14 407	14 358	-	-	-	-	65	65	14 423	35 012	26 277
Other expenditure	112 058	113 171	-	-	-	-	5 362	5 362	118 533	119 893	125 898
Total Expenditure	582 344	580 071	-	-	-	-	10 258	10 258	590 281	634 616	662 372
Surplus/(Deficit)	1 837	5 964	-	-	-	-	(29 659)	(29 659)	(23 695)	3 025	2 217
Transfers recognised - capital	31 535	31 535	-	-	-	-	18 395	18 395	49 930	39 522	24 696
Contributions recognised - capital & contributed assets	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	33 372	37 499	-	-	-	-	(11 264)	(11 264)	26 235	42 547	26 913
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	33 372	37 499	-	-	-	-	(11 264)	(11 264)	26 235	42 547	26 913
Capital expenditure & funds sources											
Capital expenditure	81 321	86 518	-	-	-	-	(475)	(475)	86 043	90 392	43 569
Transfers recognised - capital	52 938	53 438	-	-	-	-	(1 166)	(1 166)	52 272	60 778	21 753
Public contributions & donations	-	-	-	-	-	-	-	-	-	-	-
Borrowing	1 550	1 550	-	-	-	-	-	-	1 550	3 000	-
Internally generated funds	26 833	31 529	-	-	-	-	691	691	32 221	26 614	21 816
Total sources of capital funds	81 321	86 518	-	-	-	-	(475)	(475)	86 043	90 392	43 569
Financial position											
Total current assets	65 801	175 601	-	-	-	-	(11 264)	(11 264)	164 337	139 951	156 310
Total non current assets	38 293	948 697	-	-	-	-	(475)	(475)	948 222	961 540	976 429
Total current liabilities	55 489	48 779	-	-	-	-	(475)	(475)	48 304	57 724	60 502
Total non current liabilities	15 233	173 993	-	-	-	-	-	-	173 993	173 194	179 529
Community wealth/Equity	33 372	901 506	-	-	-	-	(11 264)	(11 264)	890 242	869 277	891 422
Cash flows											
Net cash from (used) operating	173 205	78 435	-	-	-	-	(11 264)	(11 264)	67 171	44 734	58 729
Net cash from (used) investing	(83 247)	(85 599)	-	-	-	-	-	-	(85 599)	(61 107)	(36 225)
Net cash from (used) financing	3 500	2 640	-	-	-	-	-	-	2 640	(912)	(966)
Cash/cash equivalents at the year end	93 458	92 973	-	-	-	-	(11 264)	(11 264)	81 709	64 424	85 962
Cash backing/surplus reconciliation											
Cash and investments available	83 180	93 024	-	-	-	-	(11 264)	(11 264)	81 760	64 424	85 962
Application of cash and investments	62 817	(32 651)	-	-	-	-	(499)	(499)	(33 150)	(21 928)	(13 202)
Balance - surplus (shortfall)	20 363	125 675	-	-	-	-	(10 765)	(10 765)	114 910	86 352	99 164
Asset Management											
Asset register summary (WDV)	916 176	916 176	-	-	-	-	-	-	916 176	1 037 659	1 080 879
Depreciation & asset impairment	43 032	43 032	-	-	-	-	1 133	1 133	44 165	45 565	48 930
Renewal of Existing Assets	14 070	16 015	-	-	-	-	-	-	16 015	17 617	17 117
Repairs and Maintenance	19 500	18 501	-	-	-	-	93	93	18 594	17 109	17 844
Free services											
Cost of Free Basic Services provided	26 899	26 899	-	-	-	-	(18 503)	(18 503)	8 396	28 596	30 312
Revenue cost of free services provided	11 323	11 323	-	-	-	-	18 503	18 503	29 826	12 002	12 722
Households below minimum service level											
Water:	-	-	-	-	-	-	-	-	-	-	-
Sanitation/sewerage:	-	-	-	-	-	-	-	-	-	-	-
Energy:	-	-	-	-	-	-	-	-	-	-	-
Refuse:	-	-	-	-	-	-	-	-	-	-	-

WC022 Witzenberg - Table B2 Adjustments Budget Financial Performance (functional classification) -

Standard Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted 5	Accum. Funds 6	Multi-year capital 7	Unfore. Unavoid. 8	Nat. or Prov. Govt 9	Other Adjusts. 10	Total Adjusts. 11	Adjusted Budget 12	Adjusted Budget	Adjusted Budget
R thousands	1, 4	A	A1	B	C	D	E	F	G	H		
Revenue - Functional												
<i>Governance and administration</i>		93 101	93 201	-	-	-	-	(606)	(606)	92 596	100 476	102 003
Executive and council		-	-	-	-	-	-	-	-	-	-	-
Finance and administration		93 101	93 201	-	-	-	-	(606)	(606)	92 596	100 476	102 003
Internal audit		-	-	-	-	-	-	-	-	-	-	-
<i>Community and public safety</i>		140 845	140 845	-	-	-	-	(22 203)	(22 203)	118 643	156 321	168 766
Community and social services		98 728	98 728	-	-	-	-	(1 946)	(1 946)	96 782	105 374	113 478
Sport and recreation		9 020	9 020	-	-	-	-	(39)	(39)	8 981	9 243	9 798
Public safety		6	6	-	-	-	-	-	-	6	6	6
Housing		33 091	33 091	-	-	-	-	(20 218)	(20 218)	12 874	41 698	45 484
Health		-	-	-	-	-	-	-	-	-	-	-
<i>Economic and environmental services</i>		43 682	44 622	-	-	-	-	6 936	6 936	51 559	46 293	43 368
Planning and development		2 510	2 510	-	-	-	-	(243)	(243)	2 268	2 586	3 171
Road transport		41 160	41 160	-	-	-	-	7 179	7 179	48 339	43 694	40 183
Environmental protection		12	952	-	-	-	-	-	-	952	13	14
<i>Trading services</i>		337 984	338 750	-	-	-	-	14 866	14 866	353 616	373 964	375 033
Energy sources		240 206	240 206	-	-	-	-	(410)	(410)	239 796	252 476	269 061
Water management		52 679	53 179	-	-	-	-	(963)	(963)	52 216	70 325	49 741
Waste water management		22 399	22 399	-	-	-	-	15 678	15 678	38 077	21 415	20 523
Waste management		22 700	22 966	-	-	-	-	561	561	23 527	29 747	35 708
<i>Other</i>		103	103	-	-	-	-	-	-	103	109	116
Total Revenue - Functional	2	615 716	617 522	-	-	-	-	(1 006)	(1 006)	616 516	677 163	689 285
Expenditure - Functional												
<i>Governance and administration</i>		115 817	115 928	-	-	-	-	2 140	2 140	118 068	128 846	135 896
Executive and council		27 771	27 565	-	-	-	-	48	48	27 613	29 498	31 182
Finance and administration		85 942	86 259	-	-	-	-	2 042	2 042	88 301	97 101	102 315
Internal audit		2 104	2 104	-	-	-	-	50	50	2 154	2 247	2 399
<i>Community and public safety</i>		82 467	81 245	-	-	-	-	(63)	(63)	81 182	105 452	101 210
Community and social services		25 460	25 379	-	-	-	-	230	230	25 609	25 360	27 055
Sport and recreation		28 896	27 777	-	-	-	-	-	-	27 777	30 659	32 637
Public safety		8 925	8 925	-	-	-	-	-	-	8 925	9 443	10 060
Housing		19 186	19 164	-	-	-	-	(293)	(293)	18 871	39 990	31 459
Health		-	-	-	-	-	-	-	-	-	-	-
<i>Economic and environmental services</i>		65 573	66 143	-	-	-	-	2 369	2 369	68 511	62 230	66 096
Planning and development		10 614	10 926	-	-	-	-	(142)	(142)	10 784	10 963	11 691
Road transport		53 213	52 530	-	-	-	-	2 510	2 510	55 041	49 402	52 414
Environmental protection		1 747	2 686	-	-	-	-	-	-	2 686	1 865	1 991
<i>Trading services</i>		317 593	315 829	-	-	-	-	5 813	5 813	321 643	337 141	358 167
Energy sources		224 738	223 310	-	-	-	-	610	610	223 920	236 623	250 949
Water management		28 985	28 414	-	-	-	-	-	-	28 414	29 972	32 011
Waste water management		29 256	29 444	-	-	-	-	-	-	29 444	31 913	33 779
Waste management		34 615	34 661	-	-	-	-	5 203	5 203	39 865	38 633	41 428
<i>Other</i>		893	878	-	-	-	-	-	-	878	947	1 004
Total Expenditure - Functional	3	582 344	580 023	-	-	-	-	10 258	10 258	590 281	634 616	662 372
Surplus/ (Deficit) for the year		33 372	37 499	-	-	-	-	(11 264)	(11 264)	26 235	42 547	26 913

WC022 Witzenberg - Table B2 Adjustments Budget Financial Performance (functional classification) - B -

Standard Classification Description		Ref	Budget Year 2018/19								Budget Year +1 2019/20	Budget Year +2 2020/21	
			Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	
R thousand		1	A	5	6	7	8	9	10	11	12		
				A1	B	C	D	E	F	G	H		
Revenue - Functional													
Municipal governance and administration			93 101	93 201	-	-	-	-	(606)	(606)	92 596	100 476	102 003
Executive and council			-	-	-	-	-	-	-	-	-	-	-
Mayor and Council			-	-	-	-	-	-	-	-	-	-	-
Municipal Manager, Town Secretary and Chief			-	-	-	-	-	-	-	-	-	-	-
Finance and administration			93 101	93 201	-	-	-	-	(606)	(606)	92 596	100 476	102 003
Administrative and Corporate Support			8	8	-	-	-	-	-	-	8	9	9
Asset Management			-	-	-	-	-	-	-	-	-	-	-
Budget and Treasury Office			5 442	5 442	-	-	-	-	(150)	(150)	5 292	5 274	5 148
Finance			87 046	87 046	-	-	-	-	(456)	(456)	86 591	94 552	96 166
Fleet Management			-	-	-	-	-	-	-	-	-	-	-
Human Resources			585	585	-	-	-	-	-	-	585	620	657
Information Technology			-	-	-	-	-	-	-	-	-	-	-
Legal Services			-	-	-	-	-	-	-	-	-	-	-
Marketing, Customer Relations, Publicity and Media			4	104	-	-	-	-	-	-	104	4	5
Property Services			-	-	-	-	-	-	-	-	-	-	-
Risk Management			-	-	-	-	-	-	-	-	-	-	-
Security Services			-	-	-	-	-	-	-	-	-	-	-
Supply Chain Management			16	16	-	-	-	-	-	-	16	17	18
Valuation Service			-	-	-	-	-	-	-	-	-	-	-
Internal audit			-	-	-	-	-	-	-	-	-	-	-
Governance Function			-	-	-	-	-	-	-	-	-	-	-
Community and public safety			140 845	140 845	-	-	-	-	(22 203)	(22 203)	118 643	156 321	168 766
Community and social services			98 728	98 728	-	-	-	-	(1 946)	(1 946)	96 782	105 374	113 478
Aged Care			88 298	88 298	-	-	-	-	(1 946)	(1 946)	86 352	94 998	102 422
Agricultural			-	-	-	-	-	-	-	-	-	-	-
Animal Care and Diseases			-	-	-	-	-	-	-	-	-	-	-
Cemeteries, Funeral Parlours and Crematoriums			210	210	-	-	-	-	-	-	210	222	236
Child Care Facilities			-	-	-	-	-	-	-	-	-	-	-
Community Halls and Facilities			814	814	-	-	-	-	-	-	814	863	1 025
Consumer Protection			-	-	-	-	-	-	-	-	-	-	-
Cultural Matters			-	-	-	-	-	-	-	-	-	-	-
Disaster Management			-	-	-	-	-	-	-	-	-	-	-
Education			-	-	-	-	-	-	-	-	-	-	-
Indigenous and Customary Law			-	-	-	-	-	-	-	-	-	-	-
Industrial Promotion			-	-	-	-	-	-	-	-	-	-	-
Language Policy			-	-	-	-	-	-	-	-	-	-	-
Libraries and Archives			9 406	9 406	-	-	-	-	-	-	9 406	9 290	9 795
Literacy Programmes			-	-	-	-	-	-	-	-	-	-	-
Media Services			-	-	-	-	-	-	-	-	-	-	-
Museums and Art Galleries			-	-	-	-	-	-	-	-	-	-	-
Population Development			-	-	-	-	-	-	-	-	-	-	-
Provincial Cultural Matters			-	-	-	-	-	-	-	-	-	-	-
Theatres			-	-	-	-	-	-	-	-	-	-	-
Zoo's			-	-	-	-	-	-	-	-	-	-	-
Sport and recreation			9 020	9 020	-	-	-	-	(39)	(39)	8 981	9 243	9 798
Beaches and Jetties			-	-	-	-	-	-	-	-	-	-	-
Casinos, Racing, Gambling, Wagering			-	-	-	-	-	-	-	-	-	-	-
Community Parks (including Nurseries)			-	-	-	-	-	-	-	-	-	-	-
Recreational Facilities			8 575	8 575	-	-	-	-	-	-	8 575	9 089	9 634
Sports Grounds and Stadiums			446	446	-	-	-	-	(39)	(39)	406	154	164
Public safety			6	6	-	-	-	-	-	-	6	6	6
Civil Defence			-	-	-	-	-	-	-	-	-	-	-
Cleansing			-	-	-	-	-	-	-	-	-	-	-
Control of Public Nuisances			-	-	-	-	-	-	-	-	-	-	-
Fencing and Fences			-	-	-	-	-	-	-	-	-	-	-
Fire Fighting and Protection			6	6	-	-	-	-	-	-	6	6	6
Licensing and Control of Animals			-	-	-	-	-	-	-	-	-	-	-
Housing			33 091	33 091	-	-	-	-	(20 218)	(20 218)	12 874	41 698	45 484
Housing			33 091	33 091	-	-	-	-	(20 218)	(20 218)	12 874	41 698	45 484
Informal Settlements			-	-	-	-	-	-	-	-	-	-	-
Health			-	-	-	-	-	-	-	-	-	-	-
Ambulance			-	-	-	-	-	-	-	-	-	-	-
Health Services			-	-	-	-	-	-	-	-	-	-	-
Laboratory Services			-	-	-	-	-	-	-	-	-	-	-
Food Control			-	-	-	-	-	-	-	-	-	-	-
Health Surveillance and Prevention of Communicable			-	-	-	-	-	-	-	-	-	-	-
Vector Control			-	-	-	-	-	-	-	-	-	-	-
Chemical Safety			-	-	-	-	-	-	-	-	-	-	-
Economic and environmental services			43 682	44 622	-	-	-	-	6 936	6 936	51 559	46 293	43 368
Planning and development			2 510	2 510	-	-	-	-	(243)	(243)	2 268	2 586	3 171
Billboards			-	-	-	-	-	-	-	-	-	-	-
Corporate Wide Strategic Planning (IDPs, LEDs)			-	-	-	-	-	-	-	-	-	-	-
Central City Improvement District			-	-	-	-	-	-	-	-	-	-	-
Development Facilitation			-	-	-	-	-	-	-	-	-	-	-
Economic Development/Planning			288	288	-	-	-	-	289	289	577	-	-
Regional Planning and Development			-	-	-	-	-	-	-	-	-	-	-
Town Planning, Building Regulations and			1 691	1 691	-	-	-	-	-	-	1 691	1 793	1 900
Project Management Unit			531	531	-	-	-	-	(531)	(531)	0	793	1 271
Provincial Planning			-	-	-	-	-	-	-	-	-	-	-
Support to Local Municipalities			-	-	-	-	-	-	-	-	-	-	-
Road transport			41 160	41 160	-	-	-	-	7 179	7 179	48 339	43 694	40 183
Police Forces, Traffic and Street Parking Control			26 166	26 166	-	-	-	-	-	-	26 166	27 220	28 844
Pounds			-	-	-	-	-	-	-	-	-	-	-
Public Transport			-	-	-	-	-	-	-	-	-	-	-

Standard Classification Description	Ref	Budget Year 2018/19										Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousand	1	A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H			
Road and Traffic Regulation		-	-	-	-	-	-	-	-	-	-	-	-
Roads		14 993	14 993	-	-	-	-	7 179	7 179	22 173	16 474	11 339	-
Taxi Ranks		-	-	-	-	-	-	-	-	-	-	-	-
Environmental protection		12	952	-	-	-	-	-	-	952	13	14	-
Biodiversity and Landscape		12	952	-	-	-	-	-	-	952	13	14	-
Coastal Protection		-	-	-	-	-	-	-	-	-	-	-	-
Indigenous Forests		-	-	-	-	-	-	-	-	-	-	-	-
Nature Conservation		-	-	-	-	-	-	-	-	-	-	-	-
Pollution Control		-	-	-	-	-	-	-	-	-	-	-	-
Soil Conservation		-	-	-	-	-	-	-	-	-	-	-	-
Trading services		337 984	338 750	-	-	-	-	14 866	14 866	353 616	373 964	375 033	-
Energy sources		240 206	240 206	-	-	-	-	(410)	(410)	239 796	252 476	269 061	-
Electricity		238 858	238 858	-	-	-	-	223	223	239 081	252 476	269 061	-
Street Lighting and Signal Systems		1 348	1 348	-	-	-	-	(633)	(633)	715	-	-	-
Nonelectric Energy		-	-	-	-	-	-	-	-	-	-	-	-
Water management		52 679	53 179	-	-	-	-	(963)	(963)	52 216	70 325	49 741	-
Water Treatment		-	-	-	-	-	-	-	-	-	-	-	-
Water Distribution		52 679	53 179	-	-	-	-	(963)	(963)	52 216	70 325	49 741	-
Water Storage		-	-	-	-	-	-	-	-	-	-	-	-
Waste water management		22 399	22 399	-	-	-	-	15 678	15 678	38 077	21 415	20 523	-
Public Toilets		-	-	-	-	-	-	-	-	-	-	-	-
Sewerage		18 266	18 266	-	-	-	-	7 730	7 730	25 996	19 362	20 523	-
Storm Water Management		4 133	4 133	-	-	-	-	7 948	7 948	12 082	2 053	-	-
Waste Water Treatment		-	-	-	-	-	-	-	-	-	-	-	-
Waste management		22 700	22 966	-	-	-	-	561	561	23 527	29 747	35 708	-
Recycling		-	-	-	-	-	-	-	-	-	-	-	-
Solid Waste Disposal (Landfill Sites)		-	-	-	-	-	-	-	-	-	-	-	-
Solid Waste Removal		22 700	22 966	-	-	-	-	561	561	23 527	29 747	35 708	-
Street Cleaning		-	-	-	-	-	-	-	-	-	-	-	-
Other		103	103	-	-	-	-	-	-	103	109	116	-
Abattoirs		-	-	-	-	-	-	-	-	-	-	-	-
Air Transport		-	-	-	-	-	-	-	-	-	-	-	-
Forestry		-	-	-	-	-	-	-	-	-	-	-	-
Licensing and Regulation		103	103	-	-	-	-	-	-	103	109	116	-
Markets		-	-	-	-	-	-	-	-	-	-	-	-
Tourism		-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue - Functional	2	615 716	617 522	-	-	-	-	(1 006)	(1 006)	616 516	677 163	689 285	-
Expenditure - Functional		-	-	-	-	-	-	-	-	-	-	-	-
Municipal governance and administration		115 817	115 928	-	-	-	-	2 140	2 140	118 068	128 846	135 896	-
Executive and council		27 771	27 565	-	-	-	-	48	48	27 613	29 498	31 182	-
Mayor and Council		17 908	18 041	-	-	-	-	48	48	18 089	19 097	20 173	-
Municipal Manager, Town Secretary and Chief		9 863	9 524	-	-	-	-	-	-	9 524	10 401	11 009	-
Finance and administration		85 942	86 258 897.00	-	-	-	-	2 041 758.00	2 042	88 301	97 101	102 315	-
Administrative and Corporate Support		6 682	8 975	-	-	-	-	-	-	8 975	7 109	7 563	-
Asset Management		6 288	4 085	-	-	-	-	-	-	4 085	6 727	7 198	-
Budget and Treasury Office		16 913	16 570	-	-	-	-	1 486	1 486	18 057	19 235	19 307	-
Finance		13 476	13 547	-	-	-	-	-	-	13 547	18 656	19 854	-
Fleet Management		3 122	2 669	-	-	-	-	4	4	2 673	3 328	3 449	-
Human Resources		19 167	19 185	-	-	-	-	518	518	19 703	20 513	22 011	-
Information Technology		3 179	4 174	-	-	-	-	-	-	4 174	3 373	3 578	-
Legal Services		2 248	2 234	-	-	-	-	-	-	2 234	2 305	2 450	-
Marketing, Customer Relations, Publicity and Media		3 580	3 656	-	-	-	-	33	33	3 689	3 819	4 077	-
Property Services		3 334	3 336	-	-	-	-	-	-	3 336	3 542	3 760	-
Risk Management		407	407	-	-	-	-	-	-	407	435	465	-
Security Services		-	-	-	-	-	-	-	-	-	-	-	-
Supply Chain Management		5 844	5 718	-	-	-	-	-	-	5 718	6 242	6 666	-
Valuation Service		1 703	1 703	-	-	-	-	-	-	1 703	1 816	1 937	-
Internal audit		2 104	2 104	-	-	-	-	50	50	2 154	2 247	2 399	-
Governance Function		2 104	2 104	-	-	-	-	50	50	2 154	2 247	2 399	-
Community and public safety		82 467	81 245	-	-	-	-	(63)	(63)	81 182	105 452	101 210	-
Community and social services		25 460	25 379	-	-	-	-	230	230	25 609	25 360	27 055	-
Aged Care		4 298	4 169	-	-	-	-	(178)	(178)	3 991	2 923	3 107	-
Agricultural		-	-	-	-	-	-	-	-	-	-	-	-
Animal Care and Diseases		-	-	-	-	-	-	-	-	-	-	-	-
Cemeteries, Funeral Parlours and Crematoriums		3 272	3 221	-	-	-	-	-	-	3 221	3 283	3 507	-
Child Care Facilities		771	771	-	-	-	-	-	-	771	825	883	-
Community Halls and Facilities		5 903	5 995	-	-	-	-	(139)	(139)	5 857	6 353	6 891	-
Consumer Protection		-	-	-	-	-	-	-	-	-	-	-	-
Cultural Matters		-	-	-	-	-	-	-	-	-	-	-	-
Disaster Management		56	56	-	-	-	-	-	-	56	59	63	-
Education		661	661	-	-	-	-	-	-	661	707	757	-
Indigenous and Customary Law		-	-	-	-	-	-	-	-	-	-	-	-
Industrial Promotion		-	-	-	-	-	-	-	-	-	-	-	-
Language Policy		-	-	-	-	-	-	-	-	-	-	-	-
Libraries and Archives		10 499	10 506	-	-	-	-	546	546	11 052	11 210	11 848	-
Literacy Programmes		-	-	-	-	-	-	-	-	-	-	-	-
Media Services		-	-	-	-	-	-	-	-	-	-	-	-
Museums and Art Galleries		-	-	-	-	-	-	-	-	-	-	-	-
Population Development		-	-	-	-	-	-	-	-	-	-	-	-
Provincial Cultural Matters		-	-	-	-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-	-	-	-
Zoo's		-	-	-	-	-	-	-	-	-	-	-	-
Sport and recreation		28 896	27 777	-	-	-	-	-	-	27 777	30 659	32 637	-
Beaches and Jetties		-	-	-	-	-	-	-	-	-	-	-	-
Casinos, Racing, Gambling, Wagering		-	-	-	-	-	-	-	-	-	-	-	-
Community Parks (including Nurseries)		6 678	6 664	-	-	-	-	-	-	6 664	7 119	7 588	-

Standard Classification Description	Ref	Budget Year 2018/19										Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjuts.	Total Adjuts.	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
		5 A	6 A1	7 B	8 C	9 D	10 E	11 F	12 G	13 H	14 I	15 J	16 K
R thousand	1												
Recreational Facilities		17 469	16 349	-	-	-	-	-	-	16 349	18 480	19 654	
Sports Grounds and Stadiums		4 748	4 763	-	-	-	-	-	-	4 763	5 061	5 395	
Public safety		8 925	8 925	-	-	-	-	-	-	8 925	9 443	10 060	
Civil Defence		-	-	-	-	-	-	-	-	-	-	-	
Cleansing		-	-	-	-	-	-	-	-	-	-	-	
Control of Public Nuisances		-	-	-	-	-	-	-	-	-	-	-	
Fencing and Fences		-	-	-	-	-	-	-	-	-	-	-	
Fire Fighting and Protection		8 925	8 925	-	-	-	-	-	-	8 925	9 443	10 060	
Licensing and Control of Animals		-	-	-	-	-	-	-	-	-	-	-	
Housing		19 186	19 164	-	-	-	-	(293)	(293)	18 871	39 990	31 459	
Housing		17 593	17 571	-	-	-	-	(293)	(293)	17 278	38 285	29 634	
Informal Settlements		1 594	1 594	-	-	-	-	-	-	1 594	1 705	1 824	
Health		-	-	-	-	-	-	-	-	-	-	-	
Ambulance		-	-	-	-	-	-	-	-	-	-	-	
Health Services		-	-	-	-	-	-	-	-	-	-	-	
Laboratory Services		-	-	-	-	-	-	-	-	-	-	-	
Food Control		-	-	-	-	-	-	-	-	-	-	-	
Health Surveillance and Prevention of Communicable		-	-	-	-	-	-	-	-	-	-	-	
Vector Control		-	-	-	-	-	-	-	-	-	-	-	
Chemical Safety		-	-	-	-	-	-	-	-	-	-	-	
Economic and environmental services		65 573	66 143	-	-	-	-	2 369	2 369	68 511	62 230	66 096	
Planning and development		10 614	10 926	-	-	-	-	(142)	(142)	10 784	10 963	11 691	
Billboards		-	-	-	-	-	-	-	-	-	-	-	
Corporate Wide Strategic Planning (IDPs, LEDs)		2 308	2 304	-	-	-	-	-	-	2 304	2 460	2 621	
Central City Improvement District		-	-	-	-	-	-	-	-	-	-	-	
Development Facilitation		-	-	-	-	-	-	-	-	-	-	-	
Economic Development/Planning		2 215	2 287	-	-	-	-	289	289	2 575	2 057	2 197	
Regional Planning and Development		-	-	-	-	-	-	-	-	-	-	-	
Town Planning, Building Regulations and		3 748	3 997	-	-	-	-	-	-	3 997	4 004	4 279	
Enforcement, and City Engineer		2 342	2 338	-	-	-	-	(430)	(430)	1 907	2 442	2 595	
Project Management Unit		-	-	-	-	-	-	-	-	-	-	-	
Provincial Planning		-	-	-	-	-	-	-	-	-	-	-	
Support to Local Municipalities		-	-	-	-	-	-	-	-	-	-	-	
Road transport		53 213	52 530	-	-	-	-	2 510	2 510	55 041	49 402	52 414	
Police Forces, Traffic and Street Parking Control		28 142	28 171	-	-	-	-	-	-	28 171	28 156	30 062	
Pounds		-	-	-	-	-	-	-	-	-	-	-	
Public Transport		-	-	-	-	-	-	-	-	-	-	-	
Road and Traffic Regulation		-	-	-	-	-	-	-	-	-	-	-	
Roads		25 071	24 359	-	-	-	-	2 510	2 510	26 870	21 246	22 352	
Taxi Ranks		-	-	-	-	-	-	-	-	-	-	-	
Environmental protection		1 747	2 686	-	-	-	-	-	-	2 686	1 865	1 991	
Biodiversity and Landscape		1 747	2 686	-	-	-	-	-	-	2 686	1 865	1 991	
Coastal Protection		-	-	-	-	-	-	-	-	-	-	-	
Indigenous Forests		-	-	-	-	-	-	-	-	-	-	-	
Nature Conservation		-	-	-	-	-	-	-	-	-	-	-	
Pollution Control		-	-	-	-	-	-	-	-	-	-	-	
Soil Conservation		-	-	-	-	-	-	-	-	-	-	-	
Trading services		317 593	315 829	-	-	-	-	5 813	5 813	321 643	337 141	358 167	
Energy sources		224 738	223 310	-	-	-	-	610	610	223 920	236 623	250 949	
Electricity		222 463	220 436	-	-	-	-	610	610	221 046	234 206	248 380	
Street Lighting and Signal Systems		2 275	2 874	-	-	-	-	-	-	2 874	2 417	2 569	
Nonelectric Energy		-	-	-	-	-	-	-	-	-	-	-	
Water management		28 985	28 414	-	-	-	-	-	-	28 414	29 972	32 011	
Water Treatment		1 458	1 458	-	-	-	-	-	-	1 458	1 561	1 670	
Water Distribution		23 935	23 614	-	-	-	-	-	-	23 614	24 604	26 305	
Water Storage		3 592	3 341	-	-	-	-	-	-	3 341	3 808	4 037	
Waste water management		29 256	29 444	-	-	-	-	-	-	29 444	31 913	33 779	
Public Toilets		1 660	1 658	-	-	-	-	-	-	1 658	1 773	1 894	
Sewerage		19 661	20 025	-	-	-	-	-	-	20 025	21 676	22 857	
Storm Water Management		5 621	5 445	-	-	-	-	-	-	5 445	5 987	6 378	
Waste Water Treatment		2 315	2 315	-	-	-	-	-	-	2 315	2 477	2 650	
Waste management		34 615	34 661	-	-	-	-	5 203	5 203	39 865	38 633	41 428	
Recycling		-	-	-	-	-	-	-	-	-	-	-	
Solid Waste Disposal (Landfill Sites)		10 735	10 758	-	-	-	-	5 553	5 553	16 312	11 698	12 721	
Solid Waste Removal		22 639	22 662	-	-	-	-	(350)	(350)	22 312	25 606	27 286	
Street Cleaning		1 241	1 241	-	-	-	-	-	-	1 241	1 328	1 421	
Other		893	878	-	-	-	-	-	-	878	947	1 004	
Abattoirs		-	-	-	-	-	-	-	-	-	-	-	
Air Transport		-	-	-	-	-	-	-	-	-	-	-	
Forestry		-	-	-	-	-	-	-	-	-	-	-	
Licensing and Regulation		87	72	-	-	-	-	-	-	72	93	98	
Markets		-	-	-	-	-	-	-	-	-	-	-	
Tourism		806	806	-	-	-	-	-	-	806	854	905	
Total Expenditure - Functional	3	582 344	580 023	-	-	-	-	10 258	10 258	590 281	634 616	662 372	
Surplus/ (Deficit) for the year		33 372	37 499	-	-	-	-	(11 264)	(11 264)	26 235	42 547	26 913	

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

Vote Description <i>[Insert departmental structure etc]</i>	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted 3	Accum. Funds 4	Multi-year capital 5	Unfore. Unavoid. 6	Nat. or Prov. Govt 7	Other Adjusts. 8	Total Adjusts. 9	Adjusted Budget 10	Adjusted Budget	Adjusted Budget
R thousands		A	A1	B	C	D	E	F	G	H		
Revenue by Vote	1											
Vote 1 - Financial Services		89 434	89 434	-	-	-	-	(606)	(606)	88 829	96 590	97 883
Vote 2 - Community Services		167 972	168 912	-	-	-	-	(21 914)	(21 914)	146 997	184 253	198 255
Vote 3 - Corporate Services		597	697	-	-	-	-	-	-	697	633	781
Vote 4 - Technical Services		356 363	357 129	-	-	-	-	22 045	22 045	379 174	394 026	390 175
Vote 5 - Municipal Manager		1 350	1 350	-	-	-	-	(531)	(531)	819	1 661	2 192
Total Revenue by Vote	2	615 716	617 522	-	-	-	-	(1 006)	(1 006)	616 516	677 163	689 285
Expenditure by Vote	1											
Vote 1 - Financial Services		45 537	42 797	-	-	-	-	1 486	1 486	44 284	54 068	56 436
Vote 2 - Community Services		115 777	115 380	-	-	-	-	364	364	115 744	139 199	137 125
Vote 3 - Corporate Services		56 641	60 280	-	-	-	-	461	461	60 741	60 029	64 001
Vote 4 - Technical Services		351 143	348 508	-	-	-	-	8 327	8 327	356 835	367 424	390 057
Vote 5 - Municipal Manager		13 246	13 057	-	-	-	-	(380)	(380)	12 677	13 895	14 752
Total Expenditure by Vote	2	582 344	580 023	-	-	-	-	10 258	10 258	590 281	634 616	662 372
Surplus/ (Deficit) for the year	2	33 372	37 499	-	-	-	-	(11 264)	(11 264)	26 235	42 547	26 913

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

Vote Description [Insert departmental structure etc] R thousands	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
Revenue by Vote	1											
Vote 1 - Financial Services		89 434	89 434	-	-	-	-	(606)	(606)	88 829	96 590	97 883
1.1 - Assessment Rates		73 667	73 667	-	-	-	-	-	-	73 667	78 087	82 772
1.2 - Treasury: Administration		19 029	19 029	-	-	-	-	1 206	1 206	20 234	21 960	18 775
1.3 - Treasury: Debtors		(3 487)	(3 487)	-	-	-	-	(1 811)	(1 811)	(5 299)	(3 697)	(3 918)
1.4 - Treasury: Credit control		210	210	-	-	-	-	-	-	210	223	236
1.5 - Supply Chain Management		16	16	-	-	-	-	-	-	16	17	18
1.6 - Director: Finance		-	-	-	-	-	-	-	-	-	-	-
Vote 2 - Community Services		167 972	168 912	-	-	-	-	(21 914)	(21 914)	146 997	184 253	198 255
2.1 - Cemeteries		210	210	-	-	-	-	-	-	210	222	236
2.2 - Housing: Administration		33 612	33 612	-	-	-	-	(20 218)	(20 218)	13 394	42 249	46 068
2.3 - Library Services		9 406	9 406	-	-	-	-	-	-	9 406	9 290	9 795
2.4 - Fire Protection Services		6	6	-	-	-	-	-	-	6	6	6
2.5 - Pine Forest : Administration		8 573	8 573	-	-	-	-	-	-	8 573	9 087	9 633
2.6 - Kilpriver Park: Administration		-	-	-	-	-	-	-	-	-	-	-
2.7 - Community Halls And Facilities		571	571	-	-	-	-	-	-	571	605	641
2.8 - Licensing & Regulation		103	103	-	-	-	-	-	-	103	109	116
2.9 - Environmental Protection		12	952	-	-	-	-	-	-	952	13	14
2.10 - Parks		107	107	-	-	-	-	-	-	107	113	120
2.11 - Traffic		21 289	21 289	-	-	-	-	-	-	21 289	22 050	23 364
2.12 - Disaster Management		-	-	-	-	-	-	-	-	-	-	-
2.13 - Social & Welfare Services		88 298	88 298	-	-	-	-	(1 946)	(1 946)	86 352	94 998	102 422
2.14 - Sport Grounds		-	-	-	-	-	-	-	-	-	-	-
2.15 - Recreational Land		446	446	-	-	-	-	(39)	(39)	406	154	164
2.16 - Swimming Pools		175	175	-	-	-	-	-	-	175	186	197
2.17 - Vehicle Licensing & Testing		4 878	4 878	-	-	-	-	-	-	4 878	5 170	5 480
2.18 - L E D		288	288	-	-	-	-	289	289	577	-	-
2.19 - Director: Community Services		-	-	-	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		597	697	-	-	-	-	-	-	697	633	781
3.1 - Property Administration		-	-	-	-	-	-	-	-	-	-	-
3.2 - Information Technology		-	-	-	-	-	-	-	-	-	-	-
3.3 - Human Resources		585	585	-	-	-	-	-	-	585	620	657
3.4 - Council Cost		-	-	-	-	-	-	-	-	-	-	-
3.5 - Town Secretary		-	-	-	-	-	-	-	-	-	-	-
3.6 - Tourism		-	-	-	-	-	-	-	-	-	-	-
3.7 - Marketing & Communications		4	104	-	-	-	-	-	-	104	4	5
3.8 - Thusong Centre		-	-	-	-	-	-	-	-	-	-	110
3.9 - Administration		8	8	-	-	-	-	-	-	8	9	9
3.10 - Director Corporate Services		-	-	-	-	-	-	-	-	-	-	-
Vote 4 - Technical Services		356 363	357 129	-	-	-	-	22 045	22 045	379 174	394 026	390 175
4.1 - Building Regulations & Enforce		848	848	-	-	-	-	-	-	848	899	953
4.2 - Electricity: Administration		240 464	240 464	-	-	-	-	223	223	240 687	254 179	270 865
4.3 - Electricity: Street Lights		1 348	1 348	-	-	-	-	(633)	(633)	715	-	-
4.4 - Mechanical Workshop		-	-	-	-	-	-	-	-	-	-	-
4.5 - Public Toilets		-	-	-	-	-	-	-	-	-	-	-
4.6 - Sewerage		18 541	18 541	-	-	-	-	7 730	7 730	26 271	19 653	20 833
4.7 - Town Planning		713	713	-	-	-	-	-	-	713	756	801
4.8 - Stormwater Management		4 133	4 133	-	-	-	-	7 948	7 948	12 082	2 053	-
4.9 - Roads		14 993	14 993	-	-	-	-	7 179	7 179	22 173	16 474	11 339
4.10 - Solid Waste (Dumping Site)		1 296	1 296	-	-	-	-	-	-	1 296	1 360	1 442
4.11 - Solid Waste (Garden)		4	4	-	-	-	-	-	-	4	5 883	10 411
4.12 - Solid Waste (Removal)		21 343	21 609	-	-	-	-	561	561	22 170	22 443	23 790
4.13 - Water Storage		-	-	-	-	-	-	-	-	-	-	-
4.14 - Water Distribution		52 679	53 179	-	-	-	-	(963)	(963)	52 216	70 325	49 741
4.15 - Director: Technical Services		-	-	-	-	-	-	-	-	-	-	-
Vote 5 - Municipal Manager		1 350	1 350	-	-	-	-	(531)	(531)	819	1 661	2 192
5.1 - Property & Legal Services		819	819	-	-	-	-	-	-	819	868	921
5.2 - IDP		-	-	-	-	-	-	-	-	-	-	-
5.3 - Project Management		531	531	-	-	-	-	(531)	(531)	0	793	1 271
5.4 - Performance Management		-	-	-	-	-	-	-	-	-	-	-
5.5 - Internal Audit		-	-	-	-	-	-	-	-	-	-	-
5.6 - Municipal Manager		-	-	-	-	-	-	-	-	-	-	-
Total Revenue by Vote	2	615 716	617 522	-	-	-	-	(1 006)	(1 006)	616 516	677 163	689 285

Vote Description <i>(Insert departmental structure etc)</i> R thousands	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
Expenditure by Vote	1											
Vote 1 - Financial Services		45 537	42 797	-	-	-	-	1 486	1 486	44 284	54 068	56 436
1.1 - Assessment Rates		870	870	-	-	-	-	-	-	870	5 114	5 420
1.2 - Treasury: Administration		23 200	20 655	-	-	-	-	1 486	1 486	22 142	25 962	26 504
1.3 - Treasury: Debtors		5 977	5 861	-	-	-	-	-	-	5 861	6 372	6 792
1.4 - Treasury: Credit control		7 980	8 167	-	-	-	-	-	-	8 167	8 611	9 176
1.5 - Supply Chain Management		5 844	5 718	-	-	-	-	-	-	5 718	6 242	6 666
1.6 - Director: Finance		1 665	1 526	-	-	-	-	-	-	1 526	1 769	1 878
Vote 2 - Community Services		115 777	115 380	-	-	-	-	364	364	115 744	139 199	137 125
2.1 - Cemeteries		3 272	3 221	-	-	-	-	-	-	3 221	3 283	3 507
2.2 - Housing: Administration		19 186	19 164	-	-	-	-	(293)	(293)	18 871	39 990	31 459
2.3 - Library Services		10 258	10 265	-	-	-	-	546	546	10 811	10 952	11 572
2.4 - Fire Protection Services		8 925	8 925	-	-	-	-	-	-	8 925	9 443	10 060
2.5 - Pine Forest : Administration		10 619	10 561	-	-	-	-	-	-	10 561	11 105	11 743
2.6 - Kilpriver Park: Administration		1 258	1 256	-	-	-	-	-	-	1 256	1 346	1 429
2.7 - Community Halls And Facilities		5 501	5 544	-	-	-	-	-	-	5 544	6 316	6 745
2.8 - Licensing & Regulation		87	72	-	-	-	-	-	-	72	93	98
2.9 - Environmental Protection		1 747	2 686	-	-	-	-	-	-	2 686	1 865	1 991
2.10 - Parks		6 904	6 890	-	-	-	-	-	-	6 890	7 360	7 847
2.11 - Traffic		24 311	24 337	-	-	-	-	-	-	24 337	24 062	25 687
2.12 - Disaster Management		56	56	-	-	-	-	-	-	56	59	63
2.13 - Social & Welfare Services		5 731	5 601	-	-	-	-	(178)	(178)	5 423	4 456	4 746
2.14 - Sport Grounds		-	-	-	-	-	-	-	-	-	-	-
2.15 - Recreational Land		4 748	4 763	-	-	-	-	-	-	4 763	5 061	5 395
2.16 - Swimming Pools		5 592	4 532	-	-	-	-	-	-	4 532	6 029	6 481
2.17 - Vehicle Licensing & Testing		3 831	3 835	-	-	-	-	-	-	3 835	4 094	4 375
2.18 - L E D		2 215	2 287	-	-	-	-	289	289	2 575	2 057	2 197
2.19 - Director: Community Services		1 535	1 385	-	-	-	-	-	-	1 385	1 629	1 730
Vote 3 - Corporate Services		56 641	60 280	-	-	-	-	461	461	60 741	60 029	64 001
3.1 - Property Administration		410	409	-	-	-	-	-	-	409	-	-
3.2 - Information Technology		3 107	4 100	-	-	-	-	-	-	4 100	3 296	3 497
3.3 - Human Resources		19 167	19 185	-	-	-	-	518	518	19 703	20 513	22 011
3.4 - Council Cost		17 908	18 041	-	-	-	-	48	48	18 089	19 097	20 173
3.5 - Town Secretary		1 298	1 298	-	-	-	-	-	-	1 298	1 389	1 486
3.6 - Tourism		806	806	-	-	-	-	-	-	806	854	905
3.7 - Marketing & Communications		3 652	3 730	-	-	-	-	33	33	3 763	3 896	4 158
3.8 - Thusong Centre		422	472	-	-	-	-	(139)	(139)	333	501	642
3.9 - Administration		8 113	10 406	-	-	-	-	-	-	10 406	8 617	9 147
3.10 - Director Corporate Services		1 758	1 834	-	-	-	-	-	-	1 834	1 866	1 981
Vote 4 - Technical Services		351 143	348 508	-	-	-	-	8 327	8 327	356 835	367 424	390 057
4.1 - Building Regulations & Enforce		2 558	2 558	-	-	-	-	-	-	2 558	2 733	2 919
4.2 - Electricity: Administration		223 698	220 720	-	-	-	-	610	610	221 330	235 517	249 776
4.3 - Electricity: Street Lights		-	-	-	-	-	-	-	-	-	-	-
4.4 - Mechanical Workshop		3 122	2 669	-	-	-	-	4	4	2 673	3 328	3 449
4.5 - Public Toilets		1 660	1 658	-	-	-	-	-	-	1 658	1 773	1 894
4.6 - Sewerage		22 748	24 663	-	-	-	-	-	-	24 663	24 972	26 376
4.7 - Town Planning		1 189	1 439	-	-	-	-	-	-	1 439	1 272	1 360
4.8 - Stormwater Management		5 621	5 445	-	-	-	-	-	-	5 445	5 967	6 378
4.9 - Roads		25 071	24 359	-	-	-	-	2 510	2 510	26 870	21 246	22 352
4.10 - Solid Waste (Dumping Site)		10 735	10 758	-	-	-	-	5 553	5 553	16 312	11 698	12 721
4.11 - Solid Waste (Garden)		12 443	12 380	-	-	-	-	-	-	12 380	13 262	14 135
4.12 - Solid Waste (Removal)		11 437	11 523	-	-	-	-	(350)	(350)	11 173	13 673	14 572
4.13 - Water Storage		3 606	3 356	-	-	-	-	-	-	3 356	3 823	4 053
4.14 - Water Distribution		25 615	25 295	-	-	-	-	-	-	25 295	26 399	28 224
4.15 - Director: Technical Services		1 641	1 684	-	-	-	-	-	-	1 684	1 742	1 850
Vote 5 - Municipal Manager		13 246	13 057	-	-	-	-	(380)	(380)	12 677	13 895	14 752
5.1 - Property & Legal Services		2 463	2 452	-	-	-	-	-	-	2 452	2 534	2 693
5.2 - IDP		2 308	2 304	-	-	-	-	-	-	2 304	2 460	2 621
5.3 - Project Management		1 028	1 023	-	-	-	-	(430)	(430)	593	1 039	1 096
5.4 - Performance Management		1 314	1 314	-	-	-	-	-	-	1 314	1 403	1 498
5.5 - Internal Audit		2 511	2 511	-	-	-	-	50	50	2 561	2 682	2 864
5.6 - Municipal Manager		3 622	3 452	-	-	-	-	-	-	3 452	3 777	3 978
Total Expenditure by Vote	2	582 344	580 023	-	-	-	-	10 258	10 258	590 281	634 616	662 372
Surplus/ (Deficit) for the year	2	33 372	37 499	-	-	-	-	(11 264)	(11 264)	26 235	42 547	26 913

WC022 Witzenberg - Table B4 Adjustments Budget Financial Performance (revenue and expenditure) -

Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted 3	Accum. Funds 4	Multi-year capital 5	Unfore. Unavoid. 6	Nat. or Prov. Govt 7	Other Adjusts. 8	Total Adjusts. 9	Adjusted Budget 10	Adjusted Budget	Adjusted Budget
R thousands	1	A	A1	B	C	D	E	F	G	H		
Revenue By Source												
Property rates	2	70 002	70 002	-	-	-	-	(1 811)	(1 811)	68 191	74 202	78 654
Service charges - electricity revenue	2	235 714	235 714	-	-	-	-	223	223	235 937	249 857	264 848
Service charges - water revenue	2	41 882	41 882	-	-	-	-	298	298	42 180	44 237	46 891
Service charges - sanitation revenue	2	17 387	17 387	-	-	-	-	730	730	18 116	18 430	19 536
Service charges - refuse revenue	2	21 424	21 424	-	-	-	-	561	561	21 985	22 516	23 867
Service charges - other		-	-	-	-	-	-	-	-	-	-	-
Rental of facilities and equipment		10 198	10 198	-	-	-	-	-	-	10 198	10 810	11 459
Interest earned - external investments		8 202	8 202	-	-	-	-	-	-	8 202	8 695	9 216
Interest earned - outstanding debtors		7 425	7 425	-	-	-	-	-	-	7 425	7 870	8 342
Dividends received		4	4	-	-	-	-	-	-	4	4	5
Fines, penalties and forfeits		18 904	18 904	-	-	-	-	-	-	18 904	19 482	20 642
Licences and permits		3 655	3 655	-	-	-	-	-	-	3 655	3 915	4 149
Agency services		4 878	4 878	-	-	-	-	-	-	4 878	5 170	5 480
Transfers and subsidies		135 381	137 187	-	-	-	-	(20 756)	(20 756)	116 431	160 497	162 885
Other revenue	2	9 126	9 126	-	-	-	-	1 356	1 356	10 481	11 957	8 615
Gains on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		584 181	585 987	-	-	-	-	(19 401)	(19 401)	566 587	637 641	664 590
Expenditure By Type												
Employee related costs		179 864	178 021	-	-	-	-	(582)	(582)	177 440	190 612	203 710
Remuneration of councillors		10 709	10 709	-	-	-	-	-	-	10 709	11 352	12 033
Debt impairment		22 203	22 203	-	-	-	-	-	-	22 203	30 005	31 806
Depreciation & asset impairment		43 032	43 032	-	-	-	-	1 133	1 133	44 165	45 565	48 930
Finance charges		3 671	3 685	-	-	-	-	4 320	4 320	8 005	3 892	4 111
Bulk purchases		197 541	197 541	-	-	-	-	-	-	197 541	207 432	219 878
Other materials		21 062	19 505	-	-	-	-	(40)	(40)	19 465	20 858	21 536
Contracted services		45 931	44 856	-	-	-	-	5 194	5 194	50 050	42 360	45 026
Transfers and subsidies		14 407	14 358	-	-	-	-	65	65	14 423	35 012	26 277
Other expenditure		43 924	46 113	-	-	-	-	167	167	46 280	47 528	49 067
Loss on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-
Total Expenditure		582 344	580 023	-	-	-	-	10 258	10 258	590 281	634 616	662 372
Surplus/(Deficit)		1 837	5 964	-	-	-	-	(29 659)	(29 659)	(23 695)	3 025	2 217
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		31 535	31 535	-	-	-	-	18 395	18 395	49 930	39 522	24 696
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		-	-	-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (in-kind - all)		-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) before taxation		33 372	37 499	-	-	-	-	(11 264)	(11 264)	26 235	42 547	26 913
Taxation		-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after taxation		33 372	37 499	-	-	-	-	(11 264)	(11 264)	26 235	42 547	26 913
Attributable to minorities		-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) attributable to municipality		33 372	37 499	-	-	-	-	(11 264)	(11 264)	26 235	42 547	26 913
Share of surplus/ (deficit) of associate		-	-	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year		33 372	37 499	-	-	-	-	(11 264)	(11 264)	26 235	42 547	26 913

WC022 Witzenberg - Table B5 Adjustments Capital Expenditure Budget by vote and funding -

Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted 5	Accum. Funds 6	Multi-year capital 7	Unfore. Unavoid. 8	Nat. or Prov. Govt 9	Other Adjusts. 10	Total Adjusts. 11	Adjusted Budget 12	Adjusted Budget	Adjusted Budget
R thousands		A	A1	B	C	D	E	F	G	H		
Capital expenditure - Vote												
Multi-year expenditure to be adjusted	2											
Vote 1 - Financial Services		-	-	-	-	-	-	-	-	-	-	-
Vote 2 - Community Services		650	845	-	-	-	-	(39)	(39)	806	350	400
Vote 3 - Corporate Services		-	-	-	-	-	-	-	-	-	-	-
Vote 4 - Technical Services		45 777	45 777	-	-	-	-	(198)	(198)	45 579	50 492	22 274
Vote 5 - Municipal Manager		-	-	-	-	-	-	-	-	-	-	-
Capital multi-year expenditure sub-total	3	46 427	46 622	-	-	-	-	(237)	(237)	46 385	50 842	22 674
Single-year expenditure to be adjusted	2											
Vote 1 - Financial Services		180	210	-	-	-	-	-	-	210	80	-
Vote 2 - Community Services		4 282	5 614	-	-	-	-	(400)	(400)	5 214	9 434	3 646
Vote 3 - Corporate Services		970	2 011	-	-	-	-	-	-	2 011	892	770
Vote 4 - Technical Services		29 312	31 911	-	-	-	-	182	182	32 093	29 094	16 459
Vote 5 - Municipal Manager		150	150	-	-	-	-	(20)	(20)	130	50	20
Capital single-year expenditure sub-total		34 894	39 895	-	-	-	-	(238)	(238)	39 658	39 550	20 894
Total Capital Expenditure - Vote		81 321	86 518	-	-	-	-	(475)	(475)	86 043	90 392	43 569
Capital Expenditure - Functional												
Governance and administration		1 340	3 493	-	-	-	-	-	-	3 493	1 062	770
Executive and council		250	1 462	-	-	-	-	-	-	1 462	170	50
Finance and administration		1 090	2 031	-	-	-	-	-	-	2 031	892	720
Internal audit		-	-	-	-	-	-	-	-	-	-	-
Community and public safety		3 402	4 397	-	-	-	-	(439)	(439)	3 958	7 669	1 816
Community and social services		1 000	1 054	-	-	-	-	(400)	(400)	654	3 050	900
Sport and recreation		2 402	3 344	-	-	-	-	(39)	(39)	3 304	4 619	916
Public safety		-	-	-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-	-	-
Health		-	-	-	-	-	-	-	-	-	-	-
Economic and environmental services		29 788	31 385	-	-	-	-	2 689	2 689	34 074	31 568	14 878
Planning and development		20	551	-	-	-	-	(20)	(20)	531	20	20
Road transport		28 268	29 333	-	-	-	-	2 709	2 709	32 042	29 958	13 173
Environmental protection		1 500	1 500	-	-	-	-	-	-	1 500	1 590	1 685
Trading services		46 791	47 243	-	-	-	-	(2 725)	(2 725)	44 518	50 093	26 105
Energy sources		11 654	11 654	-	-	-	-	(591)	(591)	11 063	9 106	8 715
Water management		14 746	15 246	-	-	-	-	(5 896)	(5 896)	9 350	20 320	5 039
Waste water management		19 219	19 171	-	-	-	-	3 763	3 763	22 934	10 670	6 878
Waste management		1 171	1 171	-	-	-	-	-	-	1 171	9 998	5 472
Other		-	-	-	-	-	-	-	-	-	-	-
Total Capital Expenditure - Functional	3	81 321	86 518	-	-	-	-	(475)	(475)	86 043	90 392	43 569
Funded by:												
National Government		33 070	33 070	-	-	-	-	(9 564)	(9 564)	23 505	41 648	12 188
Provincial Government		19 569	19 569	-	-	-	-	8 438	8 438	28 006	19 130	9 565
District Municipality		300	800	-	-	-	-	(39)	(39)	761	-	-
Other transfers and grants		-	-	-	-	-	-	-	-	-	-	-
Transfers recognised - capital	4	52 938	53 438	-	-	-	-	(1 166)	(1 166)	52 272	60 778	21 753
Public contributions & donations		-	-	-	-	-	-	-	-	-	-	-
Borrowing		1 550	1 550	-	-	-	-	-	-	1 550	3 000	-
Internally generated funds		26 833	31 529	-	-	-	-	691	691	32 221	26 614	21 816
Total Capital Funding		81 321	86 518	-	-	-	-	(475)	(475)	86 043	90 392	43 569

WC022 Witzenberg - Table B5 Adjustments Capital Expenditure Budget by vote and funding - B -

Vote Description <i>[Insert departmental structure etc]</i> R thousands	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
Capital expenditure - Municipal Vote	2											
Multi-year expenditure appropriation												
Vote 1 - Financial Services		-	-	-	-	-	-	-	-	-	-	-
1.1 - Assessment Rates		-	-	-	-	-	-	-	-	-	-	-
1.2 - Treasury: Administration		-	-	-	-	-	-	-	-	-	-	-
1.3 - Treasury: Debtors		-	-	-	-	-	-	-	-	-	-	-
1.4 - Treasury: Credit control		-	-	-	-	-	-	-	-	-	-	-
1.5 - Supply Chain Management		-	-	-	-	-	-	-	-	-	-	-
1.6 - Director: Finance		-	-	-	-	-	-	-	-	-	-	-
Vote 2 - Community Services		650	845	-	-	-	-	(39)	(39)	806	350	400
2.1 - Cemeteries		-	-	-	-	-	-	-	-	-	-	-
2.2 - Housing: Administration		-	-	-	-	-	-	-	-	-	-	-
2.3 - Library Services		-	-	-	-	-	-	-	-	-	-	-
2.4 - Fire Protection Services		-	-	-	-	-	-	-	-	-	-	-
2.5 - Pine Forest : Administration		-	-	-	-	-	-	-	-	-	-	-
2.6 - Kilpriver Park: Administration		-	-	-	-	-	-	-	-	-	-	-
2.7 - Community Halls And Facilities		-	-	-	-	-	-	-	-	-	-	-
2.8 - Licensing & Regulation		-	-	-	-	-	-	-	-	-	-	-
2.9 - Environmental Protection		-	-	-	-	-	-	-	-	-	-	-
2.10 - Parks		350	545	-	-	-	-	-	-	545	350	400
2.11 - Traffic		-	-	-	-	-	-	-	-	-	-	-
2.12 - Disaster Management		-	-	-	-	-	-	-	-	-	-	-
2.13 - Social & Welfare Services		-	-	-	-	-	-	-	-	-	-	-
2.14 - Sport Grounds		-	-	-	-	-	-	-	-	-	-	-
2.15 - Recreational Land		300	300	-	-	-	-	(39)	(39)	261	-	-
2.16 - Swimming Pools		-	-	-	-	-	-	-	-	-	-	-
2.17 - Vehicle Licensing & Testing		-	-	-	-	-	-	-	-	-	-	-
2.18 - L E D		-	-	-	-	-	-	-	-	-	-	-
2.19 - Director: Community Services		-	-	-	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		-	-	-	-	-	-	-	-	-	-	-
3.1 - Property Administration		-	-	-	-	-	-	-	-	-	-	-
3.2 - Information Technology		-	-	-	-	-	-	-	-	-	-	-
3.3 - Human Resources		-	-	-	-	-	-	-	-	-	-	-
3.4 - Council Cost		-	-	-	-	-	-	-	-	-	-	-
3.5 - Town Secretary		-	-	-	-	-	-	-	-	-	-	-
3.6 - Tourism		-	-	-	-	-	-	-	-	-	-	-
3.7 - Marketing & Communications		-	-	-	-	-	-	-	-	-	-	-
3.8 - Thusong Centre		-	-	-	-	-	-	-	-	-	-	-
3.9 - Administration		-	-	-	-	-	-	-	-	-	-	-
3.10 - Director Corporate Services		-	-	-	-	-	-	-	-	-	-	-
Vote 4 - Technical Services		45 777	45 777	-	-	-	-	(198)	(198)	45 579	50 492	22 274
4.1 - Building Regulations & Enforce		-	-	-	-	-	-	-	-	-	-	-
4.2 - Electricity: Administration		9 648	9 648	-	-	-	-	-	-	9 648	8 596	8 365
4.3 - Electricity: Street Lights		1 887	1 887	-	-	-	-	(821)	(821)	1 065	350	350
4.4 - Mechanical Workshop		-	-	-	-	-	-	-	-	-	-	-
4.5 - Public Toilets		-	-	-	-	-	-	-	-	-	-	-
4.6 - Sewerage		4 636	4 636	-	-	-	-	2 364	2 364	7 000	1 739	1 739
4.7 - Town Planning		-	-	-	-	-	-	-	-	-	-	-
4.8 - Stormwater Management		10 684	10 684	-	-	-	-	1 398	1 398	12 082	5 131	1 739
4.9 - Roads		5 406	5 406	-	-	-	-	2 758	2 758	8 164	9 009	2 870
4.10 - Solid Waste (Dumping Site)		621	621	-	-	-	-	-	-	621	6 998	5 472
4.11 - Solid Waste (Garden)		-	-	-	-	-	-	-	-	-	-	-
4.12 - Solid Waste (Removal)		-	-	-	-	-	-	-	-	-	-	-
4.13 - Water Storage		-	-	-	-	-	-	-	-	-	-	-
4.14 - Water Distribution		12 896	12 896	-	-	-	-	(5 896)	(5 896)	7 000	18 670	1 739
4.15 - Director: Technical Services		-	-	-	-	-	-	-	-	-	-	-
Vote 5 - Municipal Manager		-	-	-	-	-	-	-	-	-	-	-
5.1 - Property & Legal Services		-	-	-	-	-	-	-	-	-	-	-
5.2 - IDP		-	-	-	-	-	-	-	-	-	-	-
5.3 - Project Management		-	-	-	-	-	-	-	-	-	-	-
5.4 - Performance Management		-	-	-	-	-	-	-	-	-	-	-
5.5 - Internal Audit		-	-	-	-	-	-	-	-	-	-	-
5.6 - Municipal Manager		-	-	-	-	-	-	-	-	-	-	-
Capital multi-year expenditure sub-total		46 427	46 622	-	-	-	-	(237)	(237)	46 385	50 842	22 674

Vote Description <i>[Insert departmental structure etc]</i> R thousands	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
Capital expenditure - Municipal Vote	2											
Single-year expenditure appropriation												
Vote 1 - Financial Services		180	210	-	-	-	-	-	-	210	80	-
1.1 - Assessment Rates		-	-	-	-	-	-	-	-	-	-	-
1.2 - Treasury: Administration		150	150	-	-	-	-	-	-	150	50	-
1.3 - Treasury: Debtors		-	-	-	-	-	-	-	-	-	-	-
1.4 - Treasury: Credit control		-	-	-	-	-	-	-	-	-	-	-
1.5 - Supply Chain Management		-	-	-	-	-	-	-	-	-	-	-
1.6 - Director: Finance		30	60	-	-	-	-	-	-	60	30	-
Vote 2 - Community Services		4 282	5 614	-	-	-	-	(400)	(400)	5 214	9 434	3 646
2.1 - Cemeteries		-	-	-	-	-	-	-	-	-	200	200
2.2 - Housing: Administration		-	-	-	-	-	-	-	-	-	-	-
2.3 - Library Services		400	400	-	-	-	-	(400)	(400)	0	-	-
2.4 - Fire Protection Services		-	-	-	-	-	-	-	-	-	200	200
2.5 - Pine Forest : Administration		412	412	-	-	-	-	-	-	412	-	216
2.6 - Kilpriver Park: Administration		-	-	-	-	-	-	-	-	-	-	-
2.7 - Community Halls And Facilities		600	654	-	-	-	-	-	-	654	2 650	500
2.8 - Licensing & Regulation		-	-	-	-	-	-	-	-	-	-	-
2.9 - Environmental Protection		1 500	1 500	-	-	-	-	-	-	1 500	1 590	1 685
2.10 - Parks		1 340	1 985	-	-	-	-	-	-	1 985	1 070	300
2.11 - Traffic		-	-	-	-	-	-	-	-	-	495	545
2.12 - Disaster Management		-	-	-	-	-	-	-	-	-	-	-
2.13 - Social & Welfare Services		-	-	-	-	-	-	-	-	-	-	-
2.14 - Sport Grounds		-	-	-	-	-	-	-	-	-	-	-
2.15 - Recreational Land		-	-	-	-	-	-	-	-	-	3 199	-
2.16 - Swimming Pools		-	102	-	-	-	-	-	-	102	-	-
2.17 - Vehicle Licensing & Testing		-	-	-	-	-	-	-	-	-	-	-
2.18 - L E D		-	531	-	-	-	-	-	-	531	-	-
2.19 - Director: Community Services		30	30	-	-	-	-	-	-	30	30	-
Vote 3 - Corporate Services		970	2 011	-	-	-	-	-	-	2 011	892	770
3.1 - Property Administration		-	-	-	-	-	-	-	-	-	-	-
3.2 - Information Technology		350	450	-	-	-	-	-	-	450	550	600
3.3 - Human Resources		-	-	-	-	-	-	-	-	-	-	-
3.4 - Council Cost		-	-	-	-	-	-	-	-	-	-	-
3.5 - Town Secretary		-	-	-	-	-	-	-	-	-	-	-
3.6 - Tourism		-	-	-	-	-	-	-	-	-	-	-
3.7 - Marketing & Communications		190	258	-	-	-	-	-	-	258	192	120
3.8 - Thusong Centre		-	-	-	-	-	-	-	-	-	-	-
3.9 - Administration		400	1 173	-	-	-	-	-	-	1 173	100	-
3.10 - Director Corporate Services		30	130	-	-	-	-	-	-	130	50	50
Vote 4 - Technical Services		29 312	31 911	-	-	-	-	182	182	32 093	29 094	16 459
4.1 - Building Regulations & Enforce		-	-	-	-	-	-	-	-	-	-	-
4.2 - Electricity: Administration		120	120	-	-	-	-	-	-	120	160	-
4.3 - Electricity: Street Lights		-	-	-	-	-	-	230	230	230	-	-
4.4 - Mechanical Workshop		-	-	-	-	-	-	-	-	-	-	-
4.5 - Public Toilets		500	200	-	-	-	-	-	-	200	700	200
4.6 - Sewerage		3 100	3 352	-	-	-	-	-	-	3 352	2 650	2 750
4.7 - Town Planning		-	-	-	-	-	-	-	-	-	-	-
4.8 - Stormwater Management		300	300	-	-	-	-	-	-	300	450	450
4.9 - Roads		22 862	23 927	-	-	-	-	(48)	(48)	23 879	20 454	9 759
4.10 - Solid Waste (Dumping Site)		-	-	-	-	-	-	-	-	-	-	-
4.11 - Solid Waste (Garden)		550	550	-	-	-	-	-	-	550	3 000	-
4.12 - Solid Waste (Removal)		-	-	-	-	-	-	-	-	-	-	-
4.13 - Water Storage		-	-	-	-	-	-	-	-	-	-	-
4.14 - Water Distribution		1 850	2 350	-	-	-	-	-	-	2 350	1 650	3 300
4.15 - Director: Technical Services		30	1 112	-	-	-	-	-	-	1 112	30	-
Vote 5 - Municipal Manager		150	150	-	-	-	-	(20)	(20)	130	50	20
5.1 - Property & Legal Services		-	-	-	-	-	-	-	-	-	-	-
5.2 - IDP		-	-	-	-	-	-	-	-	-	-	-
5.3 - Project Management		20	20	-	-	-	-	(20)	(20)	0	20	20
5.4 - Performance Management		-	-	-	-	-	-	-	-	-	-	-
5.5 - Internal Audit		-	-	-	-	-	-	-	-	-	-	-
5.6 - Municipal Manager		130	130	-	-	-	-	-	-	130	30	-
Capital single-year expenditure sub-total		34 894	39 895	-	-	-	-	(238)	(238)	39 658	39 550	20 894
Total Capital Expenditure		81 321	86 518	-	-	-	-	(475)	(475)	86 043	90 392	43 569

WC022 Witzenberg - Table B6 Adjustments Budget Financial Position -

Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H		
ASSETS												
Current assets												
Cash		83 129	92 973	–	–	–	–	(11 264)	(11 264)	81 709	64 424	85 962
Call investment deposits	1	47	47	–	–	–	–	–	–	47	–	–
Consumer debtors	1	(33 750)	52 542	–	–	–	–	–	–	52 542	43 385	33 678
Other debtors		14 940	14 940	–	–	–	–	–	–	14 940	15 687	16 471
Current portion of long-term receivables		–	–	–	–	–	–	–	–	–	–	–
Inventory		1 435	15 100	–	–	–	–	–	–	15 100	16 456	20 198
Total current assets		65 801	175 601	–	–	–	–	(11 264)	(11 264)	164 337	139 951	156 310
Non current assets												
Long-term receivables		–	–	–	–	–	–	–	–	–	–	–
Investments		4	4	–	–	–	–	–	–	4	–	–
Investment property		(626)	45 034	–	–	–	–	–	–	45 034	46 500	46 460
Investment in Associate		–	–	–	–	–	–	–	–	–	–	–
Property, plant and equipment	1	38 951	900 307	–	–	–	–	(475)	(475)	899 832	911 525	926 241
Agricultural		–	–	–	–	–	–	–	–	–	–	–
Biological		–	–	–	–	–	–	–	–	–	–	–
Intangible		(36)	2 802	–	–	–	–	–	–	2 802	2 965	3 177
Other non-current assets		–	550	–	–	–	–	–	–	550	550	550
Total non current assets		38 293	948 697	–	–	–	–	(475)	(475)	948 222	961 540	976 429
TOTAL ASSETS		104 095	1 124 298	–	–	–	–	(11 739)	(11 739)	1 112 559	1 101 492	1 132 738
LIABILITIES												
Current liabilities												
Bank overdraft		–	–	–	–	–	–	–	–	–	–	–
Borrowing		–	–	–	–	–	–	–	–	–	3 717	3 717
Consumer deposits		–	6 418	–	–	–	–	–	–	6 418	6 422	6 454
Trade and other payables		46 998	16 443	–	–	–	–	(475)	(475)	15 968	19 854	20 658
Provisions		8 491	25 917	–	–	–	–	–	–	25 917	27 731	29 673
Total current liabilities		55 489	48 779	–	–	–	–	(475)	(475)	48 304	57 724	60 502
Non current liabilities												
Borrowing	1	2 200	6 389	–	–	–	–	–	–	6 389	13 706	13 794
Provisions	1	13 033	167 603	–	–	–	–	–	–	167 603	159 488	165 735
Total non current liabilities		15 233	173 993	–	–	–	–	–	–	173 993	173 194	179 529
TOTAL LIABILITIES		70 723	222 771	–	–	–	–	(475)	(475)	222 297	230 919	240 030
NET ASSETS	2	33 372	901 526	–	–	–	–	(11 264)	(11 264)	890 262	870 573	892 708
COMMUNITY WEALTH/EQUITY												
Accumulated Surplus/(Deficit)		33 372	891 152	–	–	–	–	(11 264)	(11 264)	879 887	858 922	881 067
Reserves		–	10 355	–	–	–	–	–	–	10 355	10 355	10 355
Minorities' interests		–	–	–	–	–	–	–	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY		33 372	901 506	–	–	–	–	(11 264)	(11 264)	890 242	869 277	891 422

WC022 Witzenberg - Table B7 Adjustments Budget Cash Flows -

Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted 3	Accum. Funds 4	Multi-year capital 5	Unfore. Unavoid. 6	Nat. or Prov. Govt 7	Other Adjusts. 8	Total Adjusts. 9	Adjusted Budget 10	Adjusted Budget	Adjusted Budget
R thousands		A	A1	B	C	D	E	F	G	H		
CASH FLOW FROM OPERATING ACTIVITIES												
Receipts												
Property rates		61 689	66 502						–	66 502	70 492	74 721
Service charges		291 601	300 586						–	300 586	318 288	337 385
Other revenue		17 246	21 058					1 356	1 356	22 414	24 677	22 098
Government - operating	1	97 846	120 044					(20 756)	(20 756)	99 288	129 034	140 629
Government - capital	1	63 230	41 338					18 395	18 395	59 733	39 522	24 696
Interest		13 112	8 176						–	8 176	8 666	9 186
Dividends		–	–						–	–	–	–
Payments												
Suppliers and employees		(369 994)	(477 776)					(10 258)	(10 258)	(488 034)	(509 585)	(522 294)
Finance charges		(938)	(906)						–	(906)	(1 348)	(1 414)
Transfers and Grants	1	(587)	(587)						–	(587)	(35 012)	(26 277)
NET CASH FROM/(USED) OPERATING ACTIVITIES		173 205	78 435	–	–	–	–	(11 264)	(11 264)	67 171	44 734	58 729
CASH FLOWS FROM INVESTING ACTIVITIES												
Receipts												
Proceeds on disposal of PPE									–	–		
Decrease (Increase) in non-current debtors									–	–		
Decrease (increase) other non-current receivables									–	–		
Decrease (increase) in non-current investments									–	–		
Payments												
Capital assets		(83 247)	(85 599)						–	(85 599)	(61 107)	(36 225)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(83 247)	(85 599)	–	–	–	–	–	–	(85 599)	(61 107)	(36 225)
CASH FLOWS FROM FINANCING ACTIVITIES												
Receipts												
Short term loans									–	–		
Borrowing long term/refinancing		3 500	3 500						–	3 500		
Increase (decrease) in consumer deposits									–	–		
Payments												
Repayment of borrowing			(860)						–	(860)	(912)	(966)
NET CASH FROM/(USED) FINANCING ACTIVITIES		3 500	2 640	–	–	–	–	–	–	2 640	(912)	(966)
NET INCREASE/ (DECREASE) IN CASH HELD		93 458	(4 524)	–	–	–	–	(11 264)	(11 264)	(15 788)	(17 285)	21 538
Cash/cash equivalents at the year begin:	2		97 497						–	97 497	81 709	64 424
Cash/cash equivalents at the year end:	2	93 458	92 973	–	–	–	–	(11 264)	(11 264)	81 709	64 424	85 962

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

Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted 3	Accum. Funds 4	Multi-year capital 5	Unfore. Unavoid. 6	Nat. or Prov. Govt 7	Other Adjusts. 8	Total Adjusts. 9	Adjusted Budget 10	Adjusted Budget	Adjusted Budget
R thousands		A	A1	B	C	D	E	F	G	H		
Cash and investments available												
Cash/cash equivalents at the year end	1	93 458	92 973	–	–	–	–	(11 264)	(11 264)	81 709	64 424	85 962
Other current investments > 90 days		(10 282)	47	–	–	–	–	(0)	(0)	47	–	–
Non current assets - Investments	1	4	4	–	–	–	–	–	–	4	–	–
Cash and investments available:		83 180	93 024	–	–	–	–	(11 264)	(11 264)	81 760	64 424	85 962
Applications of cash and investments												
Unspent conditional transfers		–	–	–	–	–	–	–	–	–	4 665	4 665
Unspent borrowing									–	–		
Statutory requirements									–	–		
Other working capital requirements	2	62 817	(43 005)					(499)	(499)	(43 505)	(36 949)	(28 222)
Other provisions									–	–		
Long term investments committed		–	–					–	–	–	–	–
Reserves to be backed by cash/investments		–	10 355					–	–	10 355	10 355	10 355
Total Application of cash and investments:		62 817	(32 651)	–	–	–	–	(499)	(499)	(33 150)	(21 928)	(13 202)
Surplus(shortfall)		20 363	125 675	–	–	–	–	(10 765)	(10 765)	114 910	86 352	99 164

Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
R thousands		A	A1	B	C	D	E	F	G	H		
CAPITAL EXPENDITURE												
<u>Total New Assets to be adjusted</u>	1	56 204	59 160	-	-	-	-	578	578	59 738	47 659	16 253
Roads Infrastructure		15 121	15 121	-	-	-	-	3 553	3 553	18 674	1 976	150
Storm water Infrastructure		10 684	10 684	-	-	-	-	1 398	1 398	12 082	3 391	-
Electrical Infrastructure		5 884	5 884	-	-	-	-	(821)	(821)	5 063	3 896	5 565
Water Supply Infrastructure		12 896	12 896	-	-	-	-	(5 896)	(5 896)	7 000	16 931	-
Sanitation Infrastructure		5 136	5 336	-	-	-	-	2 364	2 364	7 700	700	200
Solid Waste Infrastructure		621	621	-	-	-	-	-	-	621	6 998	5 472
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Infrastructure		50 342	50 542	-	-	-	-	598	598	51 140	33 892	11 387
Community Facilities		120	531	-	-	-	-	-	-	531	5 990	1 130
Sport and Recreation Facilities		20	102	-	-	-	-	-	-	102	-	-
Community Assets		140	633	-	-	-	-	-	-	633	5 990	1 130
Heritage Assets		-	-	-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-	-	-
Operational Buildings		1 600	1 600	-	-	-	-	-	-	1 600	1 920	2 048
Housing		-	-	-	-	-	-	-	-	-	-	-
Other Assets	6	1 600	1 600	-	-	-	-	-	-	1 600	1 920	2 048
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		300	300	-	-	-	-	-	-	300	200	-
Intangible Assets		300	300	-	-	-	-	-	-	300	200	-
Computer Equipment		450	580	-	-	-	-	-	-	580	550	600
Furniture and Office Equipment		602	1 852	-	-	-	-	(20)	(20)	1 832	432	406
Machinery and Equipment		1 720	1 622	-	-	-	-	-	-	1 622	1 325	682
Transport Assets		1 050	2 030	-	-	-	-	-	-	2 030	3 350	-
Land		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
<u>Total Renewal of Existing Assets to be adjusted</u>	2	14 070	16 015	-	-	-	-	-	-	16 015	17 617	17 117
Roads Infrastructure		9 000	10 065	-	-	-	-	-	-	10 065	6 739	8 739
Storm water Infrastructure		-	-	-	-	-	-	-	-	-	1 739	1 739
Electrical Infrastructure		-	-	-	-	-	-	-	-	-	1 200	-
Water Supply Infrastructure		1 000	1 000	-	-	-	-	-	-	1 000	1 000	2 000
Sanitation Infrastructure		2 350	2 379	-	-	-	-	-	-	2 379	3 839	3 739
Solid Waste Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Infrastructure		12 350	13 444	-	-							

Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjsts.	Total Adjsts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
R thousands												
Total Upgrading of Existing Assets to be adjusted	2a	11 047	11 342	-	-	-	-	(1 052)	(1 052)	10 290	25 116	10 198
Roads Infrastructure		3 147	3 147	-	-	-	-	(613)	(613)	2 534	14 878	2 609
Storm water Infrastructure		300	300	-	-	-	-	-	-	300	450	450
Electrical Infrastructure		5 650	5 650	-	-	-	-	-	-	5 650	3 850	3 150
Water Supply Infrastructure		-	-	-	-	-	-	-	-	-	1 739	1 739
Sanitation Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Infrastructure		9 097	9 097	-	-	-	-	(613)	(613)	8 484	20 917	7 948
Community Facilities		400	400	-	-	-	-	(400)	(400)	0	50	200
Sport and Recreation Facilities		650	845	-	-	-	-	(39)	(39)	806	3 549	400
Community Assets		1 050	1 245	-	-	-	-	(439)	(439)	806	3 599	600
Heritage Assets		-	-	-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-	-	-
Operational Buildings		900	1 000	-	-	-	-	-	-	1 000	600	1 650
Housing		-	-	-	-	-	-	-	-	-	-	-
Other Assets	6	900	1 000	-	-	-	-	-	-	1 000	600	1 650
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-	-	-	-	-	-
Transport Assets		-	-	-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Total Capital Expenditure to be adjusted	4	27 268	28 333	-	-	-	-	2 940	2 940	31 273	23 593	11 498
Roads Infrastructure		10 984	10 984	-	-	-	-	1 398	1 398	12 382	5 581	2 189
Storm water Infrastructure		11 534	11 534	-	-	-	-	(821)	(821)	10 713	8 946	8 715
Electrical Infrastructure		13 896	13 896	-	-	-	-	(5 896)	(5 896)	8 000	19 670	3 739
Water Supply Infrastructure		7 486	7 715	-	-	-	-	2 364	2 364	10 079	4 539	3 939
Sanitation Infrastructure		621	621	-	-	-	-	-	-	621	6 998	5 472
Solid Waste Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Infrastructure		71 789	73 083	-	-	-	-	(16)	(16)	73 068	69 327	35 553
Community Facilities		1 120	1 521	-	-	-	-	(400)	(400)	1 121	8 340	1 530
Sport and Recreation Facilities		970	1 247	-	-	-	-	(39)	(39)	1 208	3 849	700
Community Assets		2 090	2 768	-	-	-	-	(439)	(439)	2 329	12 188	2 230
Heritage Assets		-	-	-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-	-	-
Operational Buildings		2 900	3 773	-	-	-	-	-	-	3 773	2 620	3 698
Housing		-	-	-	-	-	-	-	-	-	-	-
Other Assets		2 900	3 773	-	-	-	-	-	-	3 773	2 620	3 698
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		300	300	-	-	-	-	-	-	300	200	-
Intangible Assets		300	300	-	-	-	-	-	-	300	200	-
Computer Equipment		450	580	-	-	-	-	-	-	580	550	600
Furniture and Office Equipment		602	1 852	-	-	-	-	(20)	(20)	1 832	432	406
Machinery and Equipment		2 140	2 131	-	-	-	-	-	-	2 131	1 725	1 082
Transport Assets		1 050	2 030	-	-	-	-	-	-	2 030	3 350	-
Land		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL EXPENDITURE to be adjusted	4	81 321	86 518	-	-	-	-	(475)	(475)	86 043	90 392	43 569

Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
R thousands												
ASSET REGISTER SUMMARY - PPE (WDV)	5											
<i>Roads Infrastructure</i>		183 258	183 258	–	–	–	–	–	–	183 258	207 618	228 684
<i>Storm water Infrastructure</i>		38 186	38 186	–	–	–	–	–	–	38 186	42 293	42 761
<i>Electrical Infrastructure</i>		76 439	76 439	–	–	–	–	–	–	76 439	84 783	91 649
<i>Water Supply Infrastructure</i>		198 475	198 475	–	–	–	–	–	–	198 475	224 078	224 970
<i>Sanitation Infrastructure</i>		104 754	104 754	–	–	–	–	–	–	104 754	115 311	117 229
<i>Solid Waste Infrastructure</i>		(8 010)	(8 010)	–	–	–	–	–	–	(8 010)	8 648	14 120
<i>Rail Infrastructure</i>		–	–	–	–	–	–	–	–	–	–	–
<i>Coastal Infrastructure</i>		–	–	–	–	–	–	–	–	–	–	–
<i>Information and Communication Infrastructure</i>		–	–	–	–	–	–	–	–	–	–	–
Infrastructure		593 102	593 102	–	–	–	–	–	–	593 102	682 730	719 413
Community Facilities		50 209	50 209	–	–	–	–	–	–	50 209	60 634	66 022
Sport and Recreation Facilities		16 855	16 855	–	–	–	–	–	–	16 855	15 661	15 225
Community Assets		67 065	67 065	–	–	–	–	–	–	67 065	76 295	81 247
Heritage Assets		550	550	–	–	–	–	–	–	550	550	550
Revenue Generating		–	–	–	–	–	–	–	–	–	–	–
Non-revenue Generating		47 719	47 719	–	–	–	–	–	–	47 719	47 719	47 719
Investment properties		47 719	47 719	–	–	–	–	–	–	47 719	47 719	47 719
Operational Buildings		168 989	168 989	–	–	–	–	–	–	168 989	186 355	188 858
Housing		200	200	–	–	–	–	–	–	200	(259)	(430)
Other Assets		169 189	169 189	–	–	–	–	–	–	169 189	186 096	188 428
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–	–	–
Servitudes		–	–	–	–	–	–	–	–	–	–	–
Licences and Rights		2 430	2 430	–	–	–	–	–	–	2 430	3 285	3 497
Intangible Assets		2 430	2 430	–	–	–	–	–	–	2 430	3 285	3 497
Computer Equipment		1 980	1 980	–	–	–	–	–	–	1 980	3 598	3 787
Furniture and Office Equipment		3 786	3 786	–	–	–	–	–	–	3 786	4 578	5 141
Machinery and Equipment		7 413	7 413	–	–	–	–	–	–	7 413	13 389	14 129
Transport Assets		22 942	22 942	–	–	–	–	–	–	22 942	19 420	16 967
Land		–	–	–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–	–	–
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	5	916 176	916 176	–	–	–	–	–	–	916 176	1 037 659	1 080 879
EXPENDITURE OTHER ITEMS												
<u>Depreciation & asset impairment</u>		43 032	43 032	–	–	–	–	1 133	1 133	44 165	45 565	48 930
<u>Repairs and Maintenance by asset class</u>	3	19 500	18 501	–	–	–	–	93	93	18 594	17 109	17 844
<i>Roads Infrastructure</i>		5 626	6 155	–	–	–	–	–	–	6 155	4 806	5 095
<i>Storm water Infrastructure</i>		1 520	1 371	–	–	–	–	–	–	1 371	1 618	1 721
<i>Electrical Infrastructure</i>		2 778	2 139	–	–	–	–	83	83	2 222	2 945	3 122
<i>Water Supply Infrastructure</i>		2 479	2 252	–	–	–	–	–	–	2 252	2 628	2 785
<i>Sanitation Infrastructure</i>		2 114	2 467	–	–	–	–	–	–	2 467	2 407	2 375
<i>Solid Waste Infrastructure</i>		–	–	–	–	–	–	–	–	–	–	–
<i>Rail Infrastructure</i>		–	–	–	–	–	–	–	–	–	–	–
<i>Coastal Infrastructure</i>		–	–	–	–	–	–	–	–	–	–	–
<i>Information and Communication Infrastructure</i>		–	–	–	–	–	–	–	–	–	–	–
Infrastructure		14 517	14 384	–	–	–	–	83	83	14 467	14 404	15 098
Community Facilities		997	847	–	–	–	–	10	10	857	1 057	1 000
Sport and Recreation Facilities		388	358	–	–	–	–	–	–	358	411	436
Community Assets		1 385	1 205	–	–	–	–	10	10	1 215	1 468	1 436
Heritage Assets		–	–	–	–	–	–	–	–	–	–	–
Revenue Generating		–	–	–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–	–	–
Operational Buildings		649	261	–	–	–	–	–	–	261	688	730
Housing		152	149	–	–	–	–	–	–	149	161	171
Other Assets		802	410	–	–	–	–	–	–	410	850	901
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–	–	–
Servitudes		–	–	–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–	–	–
Intangible Assets		–	–	–	–	–	–	–	–	–	–	–
Computer Equipment		365	365	–	–	–	–	–	–	365	387	410
Furniture and Office Equipment		52	37	–	–	–	–	–	–	37	–	–
Machinery and Equipment		304	304	–	–	–	–	–	–	304	–	–
Transport Assets		2 075	1 796	–	–	–	–	–	–	1 796	–	–
Land		–	–	–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–	–	–
TOTAL EXPENDITURE OTHER ITEMS to be adjusted	6	62 532	61 533	–	–	–	–	1 226	1 226	62 760	62 673	66 774
<i>Renewal and upgrading of Existing Assets as % of total capex</i>		30.9%	31.6%							30.6%	47.3%	62.7%
<i>Renewal and upgrading of Existing Assets as % of deprecn"</i>		58.4%	63.6%							59.6%	93.8%	55.8%
<i>R&M as a % of PPE</i>		2.1%	2.0%							2.0%	1.6%	1.7%
<i>Renewal and upgrading and R&M as a % of PPE</i>		4.9%	5.0%							4.9%	5.8%	4.2%

WC022 Witzenberg - Table B10 Basic service delivery measurement -

Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjus.	Total Adjus.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
Household service targets	1											
<u>Water:</u>												
Piped water inside dwelling		10845	10845						-	11	10845	10845
Piped water inside yard (but not in dwelling)		1691	1691						-	2	1691	1691
Using public tap (at least min.service level)	2	0	0						-	-	0	0
Other water supply (at least min.service level)									-	-	-	-
Minimum Service Level and Above sub-total		13	13	-	-	-	-	-	-	13	13	13
Using public tap (< min.service level)	3								-	-		
Other water supply (< min.service level)	3,4								-	-		
No water supply									-	-		
Below Minimum Service Level sub-total		-	-	-	-	-	-	-	-	-	-	-
Total number of households	5	13	13	-	-	-	-	-	-	13	13	13
<u>Sanitation/sewerage:</u>												
Flush toilet (connected to sewerage)		10300	10300						-	10 300	10300	10300
Flush toilet (with septic tank)		730	730						-	730	730	730
Chemical toilet		0	0						-	-	0	0
Pit toilet (ventilated)		0	0						-	-	0	0
Other toilet provisions (> min.service level)		1691	1691						-	1 691	1691	1691
Minimum Service Level and Above sub-total		12 721	12 721	-	-	-	-	-	-	12 721	12 721	12 721
Bucket toilet									-	-		
Other toilet provisions (< min.service level)									-	-		
No toilet provisions									-	-		
Below Minimum Service Level sub-total		-	-	-	-	-	-	-	-	-	-	-
Total number of households	5	12 721	12 721	-	-	-	-	-	-	12 721	12 721	12 721
<u>Energy:</u>												
Electricity (at least min. service level)		1769	1769						-	1 769	1769	1769
Electricity - prepaid (> min.service level)		11264	11264						-	11 264	11264	11264
Minimum Service Level and Above sub-total		13 033	13 033	-	-	-	-	-	-	13 033	13 033	13 033
Electricity (< min.service level)									-	-		
Electricity - prepaid (< min. service level)									-	-		
Other energy sources									-	-		
Below Minimum Service Level sub-total		-	-	-	-	-	-	-	-	-	-	-
Total number of households	5	13 033	13 033	-	-	-	-	-	-	13 033	13 033	13 033
<u>Refuse:</u>												
Removed at least once a week (min.service)		11067	11067						-	11 067	11067	11067
Minimum Service Level and Above sub-total		11 067	11 067	-	-	-	-	-	-	11 067	11 067	11 067
Removed less frequently than once a week									-	-		
Using communal refuse dump									-	-		
Using own refuse dump									-	-		
Other rubbish disposal									-	-		
No rubbish disposal									-	-		
Below Minimum Service Level sub-total		-	-	-	-	-	-	-	-	-	-	-
Total number of households	5	11 067	11 067	-	-	-	-	-	-	11 067	11 067	11 067
Households receiving Free Basic Service	15											
Water (6 kilolitres per household per month)		-	-	-	-	-	-	-	-	-	-	-
Sanitation (free minimum level service)		-	-	-	-	-	-	-	-	-	-	-
Electricity/other energy (50kwh per household per month)		-	-	-	-	-	-	-	-	-	-	-
Refuse (removed at least once a week)		-	-	-	-	-	-	-	-	-	-	-
Cost of Free Basic Services provided (R'000)	16											
Water (6 kilolitres per indigent household per month)		5 104	5 104	-	-	-	-	(72)	(72)	5 031	5 568	5 902
Sanitation (free sanitation service to indigent households)		11 346	11 346	-	-	-	-	(11 346)	(11 346)	0	12 027	12 748
Refuse (removed once a week for indigent households)		2 951	2 951	-	-	-	-	414	414	3 365	3 128	3 316
Cost of Free Basic Services provided - Informal Formal Settlements (R'000)		7 499	7 499	-	-	-	-	(7 499)	(7 499)	0	7 874	8 346
Total cost of FBS provided		26 899	26 899	-	-	-	-	(18 503)	(18 503)	8 396	28 596	30 312
Highest level of free service provided												
Property rates (R'000 value threshold)		100000	100000						-	100 000	100000	100000
Water (kilolitres per household per month)		6	6						-	6	6	6
Sanitation (kilolitres per household per month)									-	-		
Sanitation (Rand per household per month)									-	-		
Electricity (kw per household per month)		50	50						-	50	50	50
Refuse (average litres per week)		20	20						-	20	20	20
Revenue cost of free services provided (R'000)	17											
Property rates (tariff adjustment) (impermissible values per section 17 of MPRA)									-	-		
Property rates exemptions, reductions and rebates and impermissible values in excess of section 17 of MPRA		8 913	8 913	-	-	-	-	1 811	1 811	10 724	9 448	10 015
Water (in excess of 6 kilolitres per indigent household per month)		225	225	-	-	-	-	(225)	(225)	0	239	253
Sanitation (in excess of free sanitation service to indigent households)		119	119	-	-	-	-	10 616	10 616	10 735	126	133
Electricity/other energy (in excess of 50 kwh per indigent household per month)		637	637	-	-	-	-	(637)	(637)	0	675	716
Municipal Housing - rental rebates		1 429	1 429	-	-	-	-	6 938	6 938	8 367	1 515	1 606
Housing - top structure subsidies									-	-		
Other									-	-		
Total revenue cost of subsidised services provided		11 323	11 323	-	-	-	-	18 503	18 503	29 826	12 002	12 722

WC022 Witzberg - Supporting Table SBI Supporting detail to 'Budgeted Financial Performance' -

Budget Year 2018/19											Budget Year +1 2019/20	Budget Year +2 2020/21
Description	Ref	Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore- Unavail.	Nat. or Prov. Govt	Other Adjuncts	Total Adjuncts	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands		A	A1	B	C	D	E	F	G	H	I	J
REVENUE ITEMS												
Property rates												
Total Property Rates		78 915	78 915	--	--	--	--	--	--	78 915	83 650	88 469
Less Revenue Foregone (exemptions, reductions and rebates and impermissible values in excess of section 17 of MPRA)		8 913	8 913	--	--	--	--	1 811	1 811	10 724	9 448	10 015
Net Property Rates		70 002	70 002	--	--	--	--	(1 811)	(1 811)	68 191	74 202	78 454
Service charges - electricity revenue												
Total Service charges - electricity revenue less revenue foregone (in excess of 50 kwh per indigent household per month)		239 302	239 302	--	--	--	--	--	--	239 302	253 660	268 880
Less Cost of Free Basis Services (50 kwh per indigent household per month)		2 951	2 951	--	--	--	--	414	414	3 365	3 128	3 316
Net Service charges - electricity revenue		236 351	236 351	--	--	--	--	223	223	235 937	249 857	264 848
Service charges - water revenue												
Total Service charges - water revenue less Revenue Foregone (in excess of 6 kilolitres per indigent household per month)		47 211	47 211	--	--	--	--	--	--	47 211	50 043	53 046
Less Cost of Free Basis Services (6 kilolitres per indigent household per month)		225	225	--	--	--	--	(225)	(225)	0	239	253
Net Service charges - water revenue		5 104	5 104	--	--	--	--	(72)	(72)	5 031	5 588	5 902
Net Service charges - water revenue		41 882	41 882	--	--	--	--	298	298	42 180	44 237	46 891
Service charges - sanitation revenue												
Total Service charges - sanitation revenue less Revenue Foregone (in excess of free sanitation service to indigent households)		28 851	28 851	--	--	--	--	--	--	28 851	30 582	32 417
Less Cost of Free Basis Services (free sanitation service to indigent households)		119	119	--	--	--	--	10 616	10 616	10 735	126	133
Net Service charges - sanitation revenue		11 346	11 346	--	--	--	--	(11 346)	(11 346)	0	12 027	12 748
Net Service charges - sanitation revenue		17 387	17 387	--	--	--	--	730	730	18 116	18 430	19 536
Service charges - refuse revenue												
Total refuse removal revenue		30 352	30 352	--	--	--	--	--	--	30 352	31 905	33 819
Total landfill revenue		--	--	--	--	--	--	--	--	--	--	--
Less Revenue Foregone (in excess of one removal a week to indigent households)		1 429	1 429	--	--	--	--	6 938	6 938	8 367	1 515	1 606
Less Cost of Free Basis Services (removed once a week to indigent households)		7 499	7 499	--	--	--	--	(7 499)	(7 499)	0	7 874	8 346
Net Service charges - refuse revenue		21 424	21 424	--	--	--	--	561	561	21 985	22 516	23 867
Other Revenue By Source												
List other revenue by source		9 126	9 126	--	--	--	--	1 356	1 356	10 481	11 957	8 615
Total 'Other' Revenue	1	9 126	9 126	--	--	--	--	1 356	1 356	10 481	11 957	8 615
EXPENDITURE ITEMS												
Employee related costs												
Basic Salaries and Wages		111 886	109 822	--	--	--	--	(582)	(582)	109 240	117 937	126 089
Pension and LIF Contributions		17 128	17 120	--	--	--	--	--	--	17 120	18 287	19 548
Medical Aid Contributions		7 410	7 410	--	--	--	--	--	--	7 410	7 927	8 481
Overtime		11 713	11 728	--	--	--	--	--	--	11 728	12 533	13 312
Performance Bonus		8 491	8 491	--	--	--	--	--	--	8 491	9 077	9 703
Motor Vehicle Allowance		5 082	5 122	--	--	--	--	--	--	5 122	5 438	5 805
Cellphone Allowance		446	446	--	--	--	--	--	--	446	476	509
Housing Allowances		1 686	1 686	--	--	--	--	--	--	1 686	1 803	1 919
Other benefits and allowances		4 144	4 328	--	--	--	--	--	--	4 328	4 433	4 741
Payments in lieu of leave		831	831	--	--	--	--	--	--	831	889	951
Long service awards		407	407	--	--	--	--	--	--	407	436	466
Post-retirement benefit obligations		10 632	10 632	--	--	--	--	--	--	10 632	11 376	12 172
sub-total	4	179 864	178 021	--	--	--	--	(582)	(582)	177 440	190 612	203 710
Less: Employee costs capitalised to PPE		--	--	--	--	--	--	--	--	--	--	--
Total Employee related costs	1	179 864	178 021	--	--	--	--	(582)	(582)	177 440	190 612	203 710
Contributions recognised - capital												
List contributions by contract		--	--	--	--	--	--	--	--	--	--	--
Total Contributions recognised - capital		--	--	--	--	--	--	--	--	--	--	--
Depreciation & asset impairment												
Depreciation of Property, Plant & Equipment		43 032	43 032	--	--	--	--	1 133	1 133	44 165	45 585	48 930
Lease amortisation		--	--	--	--	--	--	--	--	--	--	--
Capital asset impairment		--	--	--	--	--	--	--	--	--	--	--
Depreciation resulting from revaluation of PPE		--	--	--	--	--	--	--	--	--	--	--
Total Depreciation & asset impairment	1	43 032	43 032	--	--	--	--	1 133	1 133	44 165	45 585	48 930
Bulk purchases												
Electricity Bulk Purchases		197 541	197 541	--	--	--	--	--	--	197 541	207 432	219 878
Water Bulk Purchases		--	--	--	--	--	--	--	--	--	--	--
Total bulk purchases	1	197 541	197 541	--	--	--	--	--	--	197 541	207 432	219 878
Transfers and grants												
Cash transfers and grants		--	--	--	--	--	--	--	--	--	--	--
Non-cash transfers and grants		--	--	--	--	--	--	--	--	--	--	--
Total transfers and grants		--	--	--	--	--	--	--	--	--	--	--
Contracted services												
List services provided by contract		--	940	--	--	--	--	--	--	940	--	--
Animal Care		--	30	--	--	--	--	--	--	30	--	--
Asphalters		10	10	--	--	--	--	--	--	10	11	11
Bore Borehole Drilling		10	10	--	--	--	--	--	--	10	11	11
Burial Services		11	11	--	--	--	--	--	--	11	12	13
Business and Advisory		6 234	5 177	--	--	--	--	1 770	1 770	6 948	6 506	6 871
Catering Services		1 586	1 069	--	--	--	--	(56)	(56)	1 530	1 799	1 952
Cleaning Services		145	119	--	--	--	--	--	--	119	154	163
Cleaning and Grass Cutting Ser		363	345	--	--	--	--	--	--	345	385	408
Connections/Disconnection		11	41	--	--	--	--	489	489	900	12	13
Drivers Licence Cards		10	10	--	--	--	--	--	--	10	11	11
Electrical		803	546	--	--	--	--	83	83	630	598	562
Employee Wellness		100	--	--	--	--	--	--	--	100	106	112
Event Promoters		102	92	--	--	--	--	--	--	92	107	111
Exhibit Installations		3	3	--	--	--	--	--	--	3	3	3
Fire Services		1 447	43	--	--	--	--	--	--	43	1 534	1 626
Furniture		204	204	--	--	--	--	--	--	204	216	229
Gardening Services		5	5	--	--	--	--	--	--	5	5	6
Gas		34	34	--	--	--	--	--	--	34	37	39
Hygienic Services		1 091	1 091	--	--	--	--	--	--	1 091	1 165	1 222
Illegal Dumping		530	525	--	--	--	--	(350)	(350)	175	582	623
Infrastructure and Planning		12 540	12 044	--	--	--	--	3 040	3 040	15 084	7 702	8 164
Laboratory Services		--	--	--	--	--	--	--	--	--	--	--
Liquid Coal		1 901	1 885	--	--	--	--	--	--	1 885	1 931	2 047
Litter Picking and Street Clea		620	620	--	--	--	--	--	--	620	621	628
Maintenance of Buildings and F		1 584	1 258	--	--	--	--	571	571	1 829	1 664	1 748
Maintenance of Equipment		157	157	--	--	--	--	--	--	157	166	176
Maintenance of Unspecified Ass		3 279	2 920	--	--	--	--	55	55	2 975	3 476	3 884
Management of Informal Settles		1 000	950	--	--	--	--	--	--	950	1 000	1 000
Medical Services (Medical Heal		100	50	--	--	--	--	50	50	100	210	409
Meter Management		1 320	1 320	--	--	--	--	--	--	1 320	671	711
Personnel and Labour		52	42	--	--	--	--	--	--	42	55	58
Pest Control and Fungation		10	33	--	--	--	--	--	--	33	11	11
Photographer		10	15	--	--	--	--	--	--	15	11	11
Plants, Flowers and Other Deco		45	42	--	--	--	--	--	--	42	48	51
Preservation/Restoration/Doma		--	--	--	--	--	--	--	--	--	--	--
Removal of Hazardous Waste		16	16	--	--	--	--	--	--	16	17	18
Removal of Structures and We		5	5	--	--	--	--	--	--	5	5	6
Safeguard and Security		--	--	--	--	--	--	--	--	--	--	--
Security Services		7 175	9 584	--	--	--	--	(448)	(448)	9 136	7 570	7 864
Sewerage Services		95	95	--	--	--	--	--	--	95	101	107
Stage and Sound Crew		174	251	--	--	--	--	--	--	251	182	191
Stream Cleaning and Ditching		23	23	--	--	--	--	--	--	23	24	26
Tracing Agents and Debt Collec		1 189	1 149	--	--	--	--	--	--	1 149	1 260	1 336
Traffic and Street Lights		5	5	--	--	--	--	--	--	5	6	6
Traffic Fines Management		1 250	1 135	--	--	--	--	--	--	1 135	1 500	1 720
Transporters, Scribers and Callo		35	58	--	--	--	--	--	--	58	37	39
Transport Services		34	49	--	--	--	--	(30)	(30)	19	36	38
Transportation		29	44	--	--	--	--	--	--	44	31	5
Veterinary Services		422	359	--	--	--	--	--	--	359	447	474
Chipping		100	100	--	--	--	--	--	--	100	--	--
sub-total	1	45 931	44 856	--	--	--	--	5 194	5 194	50 150	42 360	45 026
Allocations to organs of state:												
Electricity		--	--	--	--	--	--	--	--	--	--	--
Water		--	--	--	--	--	--	--	--	--	--	--
Sanitation		--	--	--	--	--	--	--	--	--	--	--
Other		--	--	--	--	--	--	--	--	--	--	--
Total contracted services??		45 931	44 856	--	--	--	--	5 194	5 194	50 150	42 360	45 026
Other Expenditure By Type												
List Other Expenditure by Type		--	--	--	--	--	--	--	--	--	--	--
Bad Debts Written Off		--	--	--	--	--	--	--	--	--	--	--
Contracted Services		--	--	--	--	--	--	--	--	--	--	--
Discontinued Operations		--	--	--	--	--	--	--	--	--	--	--
Employer Related Cost		--	--	--	--	--	--	--	--	--	--	--
Inventory Consumed		--	--	--	--	--	--	--	--	--	--	--
Operating Leases		2 082	2 082	--	--	--	--	--	--	2 082	3 460	3 656
Operational Cost		41 842	44 031	--	--	--	--	167	167	44 298	44 068	45 411
Total Other Expenditure	1	43 924	46 113	--	--	--	--	167	167	46 280	47 528	49 067
By Expenditure Item												
Employee related costs	14	760	760	--	--	--	--	--	--	760	814	871
Other materials		5 731	5 484	--	--	--	--	--	--	5 484	6 241	6 439
Contracted Services		11 708	10 964	--	--	--	--	93	93	11 057	11 549	11 867
Other Supplies		1 361	1 250	--	--	--	--	--	--	1 250	1 379	1 452
Total Repairs and Maintenance Expenditure	15	19 559	18 501	--	--	--	--	93	93	19 594	19 963	20 638

WC022 Witzenberg - Supporting Table SB2 Supporting detail to 'Financial Position Budget' -

Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted 4	Accum. Funds 5	Multi-year capital 6	Unfore. Unavoid. 7	Nat. or Prov. Govt 8	Other Adjusts. 9	Total Adjusts. 10	Adjusted Budget 11	Adjusted Budget	Adjusted Budget
R thousands		A	A1	B	C	D	E	F	G	H		
ASSETS												
<u>Call investment deposits</u>												
Call deposits		47	47	-	-	-	-	-	-	47	-	-
Other current investments									-	-		
Total Call investment deposits	1	47	47	-	-	-	-	-	-	47	-	-
<u>Consumer debtors</u>												
Consumer debtors		(33 750)	52 542	-	-	-	-	-	-	52 542	43 385	33 678
Less: provision for debt impairment		-	-	-	-	-	-	-	-	-	0	0
Total Consumer debtors	1	(33 750)	52 542	-	-	-	-	-	-	52 542	43 385	33 678
<u>Debt impairment provision</u>												
Balance at the beginning of the year									-	-	-	0
Contributions to the provision									-	-	0	0
Bad debts written off									-	-		
Balance at end of year		-	-	-	-	-	-	-	-	-	0	0
<u>Property, plant & equipment</u>												
PPE at cost/valuation (excl. finance leases)		38 951	900 307	-	-	-	-	(475)	(475)	899 832	1 086 182	1 100 898
Leases recognised as PPE									-	-		
Less: Accumulated depreciation									-	-	174 657	174 657
Total Property, plant & equipment	1	38 951	900 307	-	-	-	-	(475)	(475)	899 832	911 525	926 241
LIABILITIES												
<u>Current liabilities - Borrowing</u>												
Short term loans (other than bank overdraft)		-	-	-	-	-	-	-	-	-		
Current portion of long-term liabilities									-	-	3 717	3 717
Total Current liabilities - Borrowing		-	-	-	-	-	-	-	-	-	3 717	3 717
<u>Trade and other payables</u>												
Creditors		46 998	16 443	-	-	-	-	(475)	(475)	15 968	15 189	15 993
Unspent conditional grants and receipts									-	-	4 665	4 665
VAT									-	-		
Total Trade and other payables	1	46 998	16 443	-	-	-	-	(475)	(475)	15 968	19 854	20 658
<u>Non current liabilities - Borrowing</u>												
Borrowing	3	2 200	6 389	-	-	-	-	-	-	6 389	13 706	13 794
Finance leases (including PPP asset element)									-	-		
Total Non current liabilities - Borrowing		2 200	6 389	-	-	-	-	-	-	6 389	13 706	13 794
<u>Provisions - non current</u>												
Retirement benefits									-	-	89 239	95 486
List other major items									-	-		
Refuse landfill site rehabilitation									-	-	70 249	70 249
Other		13 033	167 603	-	-	-	-	-	-	167 603	-	
Total Provisions - non current		13 033	167 603	-	-	-	-	-	-	167 603	159 488	165 735
CHANGES IN NET ASSETS												
<u>Accumulated surplus/(Deficit)</u>												
Accumulated surplus/(Deficit) - opening balance									-	-	816 375	854 154
Appropriations to Reserves		33 372	37 499	-	-	-	-	(11 264)	(11 264)	26 235	42 547	26 913
Transfers from Reserves									-	-		
Depreciation offsets									-	-		
Other adjustments			853 653						-	853 653		
Accumulated Surplus/(Deficit)	1	33 372	891 152	-	-	-	-	(11 264)	(11 264)	879 887	858 922	881 067
<u>Reserves</u>												
Housing Development Fund									-	-		
Capital replacement									-	-	10 355	10 355
Self-insurance									-	-		
Other reserves (list)		-	10 355	-	-	-	-	-	-	10 355		
Revaluation									-	-		
Total Reserves	2	-	10 355	-	-	-	-	-	-	10 355	10 355	10 355
TOTAL COMMUNITY WEALTH/EQUITY	2	33 372	901 506	-	-	-	-	(11 264)	(11 264)	890 242	869 277	891 422
Total capital expenditure includes expenditure on nationally significant priorities:												
Provision of basic services									-	-		
2010 World Cup									-	-		

WC022 Witzenberg - Supporting Table SB3 Adjustments to the SDBIP - performance objectives -

Description	Unit of measurement	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget A	Prior Adjusted A1	Accum. Funds B	Multi-year capital C	Unfore. Unavoid. D	Nat. or Prov. Govt E	Other Adjusts. F	Total Adjusts. G	Adjusted Budget H	Adjusted Budget	Adjusted Budget
Vote 1 - vote name												
Function 1 - (name)												
Sub-function 1 - (name)												
Insert measure/s description									-	-	-	-
Sub-function 2 - (name)												
Insert measure/s description									-	-	-	-
Sub-function 3 - (name)												
Insert measure/s description												
Function 2 - (name)									-	-	-	-
Sub-function 1 - (name)												
Insert measure/s description												
Sub-function 2 - (name)									-	-	-	-
Insert measure/s description									-	-	-	-
Sub-function 3 - (name)									-	-	-	-
Insert measure/s description									-	-	-	-
Vote 2 - vote name												
Function 1 - (name)												
Sub-function 1 - (name)												
Insert measure/s description									-	-	-	-
Sub-function 2 - (name)									-	-	-	-
Insert measure/s description									-	-	-	-
Sub-function 3 - (name)									-	-	-	-
Insert measure/s description									-	-	-	-
Function 2 - (name)												
Sub-function 1 - (name)									-	-	-	-
Insert measure/s description												
									-	-	-	-
Sub-function 2 - (name)									-	-	-	-
Insert measure/s description									-	-	-	-
Sub-function 3 - (name)									-	-	-	-
Insert measure/s description									-	-	-	-
Vote 3 - vote name												
Function 1 - (name)									-	-	-	-
Sub-function 1 - (name)												
Insert measure/s description												
									-	-	-	-
Sub-function 2 - (name)									-	-	-	-
Insert measure/s description									-	-	-	-
Sub-function 3 - (name)									-	-	-	-
Insert measure/s description									-	-	-	-
Function 2 - (name)									-	-	-	-
Sub-function 1 - (name)												
Insert measure/s description									-	-	-	-
Sub-function 2 - (name)									-	-	-	-
Insert measure/s description									-	-	-	-
Sub-function 3 - (name)									-	-	-	-
Insert measure/s description									-	-	-	-
And so on for the rest of the Votes									-	-	-	-

WC022 Witzenberg - Supporting Table SB4 Adjustments to budgeted performance indicators and benchmarks -

Description of financial indicator	Basis of calculation	2015/16	2016/17	2017/18	Budget Year 2018/19			Budget Year +1 2019/20	Budget Year +2 2020/21
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Prior Adjusted	Adjusted Budget	Adjusted Budget	Adjusted Budget
<u>Borrowing Management</u>									
Credit Rating	Short term/long term rating								
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure				0.6%	0.8%	1.5%	0.8%	0.8%
Capital Charges to Own Revenue	Finance charges & Repayment of borrowing /Own Revenue				0.0%	0.0%	0.0%	0.0%	0.0%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants				5.5%	4.7%	6.1%	4.4%	0.0%
<u>Safety of Capital</u>									
Gearing	Long Term Borrowing/ Funds & Reserves				0.0%	61.7%	61.7%	132.4%	133.2%
<u>Liquidity</u>									
Current Ratio	Current assets/current liabilities				118.6%	360.0%	340.2%	242.4%	258.4%
Current Ratio adjusted for aged debtors	Current assets/current liabilities less debtors > 90 days/current liabilities				118.6%	360.0%	0.0%	0.0%	0.0%
Liquidity Ratio	Monetary Assets/Current Liabilities				1.5	1.9	1.7	1.1	1.4
<u>Revenue Management</u>									
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing								
Current Debtors Collection Rate (Cash receipts % of Ratepayer & Other revenue)									
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue				-3.2%	11.5%	11.9%	9.3%	7.5%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old				0.0%	0.0%	0.0%	0.0%	0.0%
<u>Creditors Management</u>									
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))								
Creditors to Cash and Investments					50.3%	17.7%	19.5%	30.8%	24.0%
<u>Other Indicators</u>									
Electricity Distribution Losses (2)	Total Volume Losses (kW)								
	Total Cost of Losses (Rand '000)								
	% Volume (units purchased and generated less units sold)/units purchased and generated								
Water Distribution Losses (2)	Total Volume Losses (kℓ)								
	Total Cost of Losses (Rand '000)								
	% Volume (units purchased and generated less units sold)/units purchased and generated								
Employee costs	Employee costs/(Total Revenue - capital revenue)				30.8%	30.4%	31.3%	29.9%	30.7%
Remuneration	Total remuneration/(Total Revenue - capital revenue)								
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)				3.3%	3.2%	3.3%	2.7%	2.7%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)				8.0%	8.0%	9.2%	7.8%	8.0%
<u>IDP regulation financial viability indicators</u>									
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)				9343.7%	9343.7%	9371.9%	9397.8%	9881.5%
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services				-5.8%	9.0%	9.3%	6.8%	5.1%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure				0.0	0.0	0.0	0.0	0.0

Detail on the provision of municipal services for R10

[illegible][illegible]

Municipal entity services	Ref.	None		2015/6	2016/7	2017/8	Budget Year 2018/9			2018/9 Medium Term Outcome & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2018/9	Budget Year v1 2019/2	Budget Year v2 2019/2	
			2015/6	2016/7	2017/8	Budget Year 2018/9			2018/9 Medium Term Outcome & Expenditure Framework			
Services provided by "external mechanisms"	Ref.	None		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2018/9	Budget Year v1 2019/2	Budget Year v2 2019/2

Detail of Free Basic Services (FBS) provided		FY 2019/20		FY 2020/21		FY 2021/22		FY 2022/23		FY 2023/24		FY 2024/25		FY 2025/26		FY 2026/27		FY 2027/28		FY 2028/29		FY 2029/30		FY 2030/31		FY 2031/32		FY 2032/33		FY 2033/34		FY 2034/35		FY 2035/36		FY 2036/37		FY 2037/38		FY 2038/39		FY 2039/40		FY 2040/41		FY 2041/42		FY 2042/43		FY 2043/44		FY 2044/45		FY 2045/46		FY 2046/47		FY 2047/48		FY 2048/49		FY 2049/50		FY 2050/51		FY 2051/52		FY 2052/53		FY 2053/54		FY 2054/55		FY 2055/56		FY 2056/57		FY 2057/58		FY 2058/59		FY 2059/60		FY 2060/61		FY 2061/62		FY 2062/63		FY 2063/64		FY 2064/65		FY 2065/66		FY 2066/67		FY 2067/68		FY 2068/69		FY 2069/70		FY 2070/71		FY 2071/72		FY 2072/73		FY 2073/74		FY 2074/75		FY 2075/76		FY 2076/77		FY 2077/78		FY 2078/79		FY 2079/80		FY 2080/81		FY 2081/82		FY 2082/83		FY 2083/84		FY 2084/85		FY 2085/86		FY 2086/87		FY 2087/88		FY 2088/89		FY 2089/90		FY 2090/91		FY 2091/92		FY 2092/93		FY 2093/94		FY 2094/95		FY 2095/96		FY 2096/97		FY 2097/98		FY 2098/99		FY 2099/00		FY 2100/01		FY 2101/02		FY 2102/03		FY 2103/04		FY 2104/05		FY 2105/06		FY 2106/07		FY 2107/08		FY 2108/09		FY 2109/10		FY 2110/11		FY 2111/12		FY 2112/13		FY 2113/14		FY 2114/15		FY 2115/16		FY 2116/17		FY 2117/18		FY 2118/19		FY 2119/20		FY 2120/21		FY 2121/22		FY 2122/23		FY 2123/24		FY 2124/25		FY 2125/26		FY 2126/27		FY 2127/28		FY 2128/29		FY 2129/30		FY 2130/31		FY 2131/32		FY 2132/33		FY 2133/34		FY 2134/35		FY 2135/36		FY 2136/37		FY 2137/38		FY 2138/39		FY 2139/40		FY 2140/41		FY 2141/42		FY 2142/43		FY 2143/44		FY 2144/45		FY 2145/46		FY 2146/47		FY 2147/48		FY 2148/49		FY 2149/50		FY 2150/51		FY 2151/52		FY 2152/53		FY 2153/54		FY 2154/55		FY 2155/56		FY 2156/57		FY 2157/58		FY 2158/59		FY 2159/60		FY 2160/61		FY 2161/62		FY 2162/63		FY 2163/64		FY 2164/65		FY 2165/66		FY 2166/67		FY 2167/68		FY 2168/69		FY 2169/70		FY 2170/71		FY 2171/72		FY 2172/73		FY 2173/74		FY 2174/75		FY 2175/76		FY 2176/77		FY 2177/78		FY 2178/79		FY 2179/80		FY 2180/81		FY 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2347/48		FY 2348/49		FY 2349/50		FY 2350/51		FY 2351/52		FY 2352/53		FY 2353/54		FY 2354/55		FY 2355/56		FY 2356/57		FY 2357/58		FY 2358/59		FY 2359/60		FY 2360/61		FY 2361/62		FY 2362/63		FY 2363/64		FY 2364/65		FY 2365/66		FY 2366/67		FY 2367/68		FY 2368/69		FY 2369/70		FY 2370/71		FY 2371/72		FY 2372/73		FY 2373/74		FY 2374/75		FY 2375/76		FY 2376/77		FY 2377/78		FY 2378/79		FY 2379/80		FY 2380/81		FY 2381/82		FY 2382/83		FY 2383/84		FY 2384/85		FY 2385/86		FY 2386/87		FY 2387/88		FY 2388/89		FY 2389/90		FY 2390/91		FY 2391/92		FY 2392/93		FY 2393/94		FY 2394/95		FY 2395/96		FY 2396/97		FY 2397/98		FY 2398/99		FY 2399/00		FY 2400/01		FY 2401/02		FY 2402/03		FY 2403/04		FY 2404/05		FY 2405/06		FY 2406/07		FY 2407/08		FY 2408/09		FY 2409/10		FY 2410/11		FY 2411/12		FY 2412/13		FY 2413/14		FY 2414/15		FY 2415/16		FY 2416/17		FY 2417/18		FY 2418/19		FY 2419/20		FY 2420/21		FY 2421/22		FY 2422/23		FY 2423/24		FY 2424/25		FY 2425/26		FY 2426/27		FY 2427/28		FY 2428/29		FY 2429/30		FY 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2679/80		FY 2680/81		FY 2681/82		FY 2682/83		FY 2683/84		FY 2684/85		FY 2685/86		FY 2686/87		FY 2687/88		FY 2688/89		FY 2689/90		FY 2690/91		FY 2691/92		FY 2692/93		FY 2693/94		FY 2694/95		FY 2695/96		FY 2696/97		FY 2697/98		FY 2698/99		FY 2699/00		FY 2700/01		FY 2701/02		FY 2702/03		FY 2703/04		FY 2704/05		FY 2705/06		FY 2706/07		FY 2707/08		FY 2708/09		FY 2709/10		FY 2710/11		FY 2711/12		FY 2712/13		FY 2713/14		FY 2714/15		FY 2715/16		FY 2716/17		FY 2717/18		FY 2718/19		FY 2719/20		FY 2720/21		FY 2721/22		FY 2722/23		FY 2723/24		FY 2724/25		FY 2725/26		FY 2726/27		FY 2727/28		FY 2728/29		FY 2729/30		FY 2730/31		FY 2731/32		FY 2732/33		FY 2733/34		FY 2734/35		FY 2735/36		FY 2736/37		FY 2737/38		FY 2738/39		FY 2739/40		FY 2740/41		FY 2741/42		FY 2742/43		FY 2743/44		FY 2744/45		FY 2745/46	
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WC022 Witzenberg - Supporting Table SB6 Adjustments Budget - funding measurement -

Description			Ref	MFMA section	2015/16	2016/17	2017/18	Medium Term Revenue and Expenditure Framework				
					Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Prior Adjusted	Adjusted Budget	Budget Year +1 2019/20	Budget Year +2 2020/21
R thousands												
<u>Funding measures</u>												
Cash/cash equivalents at the year end - R'000	1	18(1)b				93 458	92 973	81 709	64 424	85 962		
Cash + investments at the yr end less applications - R'000	2	18(1)b				20 363	125 675	114 910	86 352	99 164		
Cash year end/monthly employee/supplier payments	3	18(1)b				–	–	–	–	–		
Surplus/(Deficit) excluding depreciation offsets: R'000	4	18(1)				33 372	37 499	26 235	42 547	26 913		
Service charge rev % change - macro CPIX target exclusive	5	18(1)a,(2)				0.0%	0.0%	0.0%	-0.1%	0.0%		
Cash receipts % of Ratepayer & Other revenue	6	18(1)a,(2)	0.0%	0.0%	0.0%	84.1%	88.1%	88.1%	88.3%	88.2%		
Debt impairment expense as a % of total billable revenue	7	18(1)a,(2)				5.6%	5.6%	5.6%	7.1%	7.1%		
Capital payments % of capital expenditure	8	18(1)c;19				102.4%	98.9%	0.0%	0.0%	0.0%		
Borrowing receipts % of capital expenditure (excl. transfers)	9	18(1)c				5.5%	4.7%	6.1%	4.4%	0.0%		
Grants % of Govt. legislated/gazetted allocations	10	18(1)a				0.0%	0.0%	0.0%	0.0%	0.0%		
Current consumer debtors % change - incr(decr)	11	18(1)a							-12.5%	-15.1%		
Long term receivables % change - incr(decr)	12	18(1)a							0.0%	0.0%		
R&M % of Property Plant & Equipment	13	20(1)(vi)				2.1%	2.0%	2.0%	1.6%	1.7%		
Asset renewal % of capital budget	14	20(1)(vi)				17.3%	18.5%	18.6%	19.5%	39.3%		

WC022 Witzenberg - Supporting Table SB7 Adjustments Budget - transfers and grant receipts -

Description	Ref	Budget Year 2018/19							Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted 7	Multi-year capital 8	Nat. or Prov. Govt 9	Other Adjusts. 10	Total Adjusts. 11	Adjusted Budget 12	Adjusted Budget	Adjusted Budget
R thousands		A	A1	B	C	D	E	F		
RECEIPTS:	1, 2									
<u>Operating Transfers and Grants</u>										
National Government:		88 411	88 411	-	-	(479)	(479)	87 932	95 312	105 286
Local Government Equitable Share		84 602	84 602	-	-	-	-	84 602	92 850	102 274
EPWP Incentive	3	1 578	1 578	-	-	202	202	1 780		
Finance Management		1 700	1 700	-	-	(150)	(150)	1 550	1 550	1 550
Municipal Infrastructure Grant [Schedule 5B]		531	531	-	-	(531)	(531)	0	912	1 462
Other transfers and grants [insert description]		-	-	-	-	-	-	-		
Provincial Government:		47 826	47 826	-	-	(22 754)	(22 754)	25 072	67 130	58 181
Regional Social Economical Pro		2 261	2 261	-	-	(2 261)	(2 261)	(0)	2 000	-
Thusong Centre		-	-	-	-	-	-	-	-	110
Financial Management	4	330	330	-	-	-	-	330	330	-
Community Development Workers		170	170	-	-	(170)	(170)	0	148	148
Housing		32 839	32 839	-	-	(20 218)	(20 218)	12 621	41 430	45 200
Libraries, Archives and Museum		9 402	9 402	-	-	(60)	(60)	9 342	9 222	9 723
Sports and Recreation		345	345	-	-	(45)	(45)	300		
Replacement Funding for most vulnerable B3 municipalities		-	-	-	-	-	-	-		
Maintenance and Construction of Transport Infrastructure		2 119	2 119	-	-	-	-	2 119	14 000	3 000
Capacity Building Grant	5	360	360	-	-	-	-	360		
District Municipality:		600	600	-	-	-	-	600	-	-
District Water		500	500	-	-	-	-	500		
District Tourism		100	100	-	-	-	-	100		
Other grant providers:		1 494	1 494	-	-	2 089	2 089	3 583	-	-
Belgium		794	794	-	-	289	289	1 083		
Development Bank of South Africa		-	-	-	-	1 800	1 800	1 800		
Table Mountaint Fund		700	700	-	-	-	-	700		
Total Operating Transfers and Grants	6	138 331	138 331	-	-	(21 144)	(21 144)	117 187	162 442	163 467
<u>Capital Transfers and Grants</u>										
National Government:		35 935	35 935	-	-	(8 904)	(8 904)	27 031	45 450	28 400
Municipal Infrastructure Grant (MIG)		21 435	21 435	-	-	596	596	22 031	21 499	22 000
Regional Bulk Infrastructure		9 500	9 500	-	-	(9 500)	(9 500)	(0)	19 471	-
INEP		5 000	5 000	-	-	-	-	5 000	4 480	6 400
Other capital transfers [insert description]		-	-	-	-	-	-	-		
Provincial Government:		2 599	2 599	-	-	27 489	27 489	30 088	-	-
Housing		2 599	2 599	-	-	27 489	27 489	30 088		
District Municipality:		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-		
Other grant providers:		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-		
Total Capital Transfers and Grants	6	38 533	38 533	-	-	18 586	18 586	57 119	45 450	28 400
TOTAL RECEIPTS OF TRANSFERS & GRANTS		176 865	176 865	-	-	(2 559)	(2 559)	174 306	207 892	191 867

WC022 Witzenberg - Supporting Table SB8 Adjustments Budget - expenditure on transfers and grant programme -

Description	Ref	Budget Year 2018/19							Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjus.	Total Adjus.	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands		A	2 A1	3 B	4 C	5 D	6 E	7 F		
EXPENDITURE ON TRANSFERS AND GRANT PROGRAM:	1									
<u>Operating expenditure of Transfers and Grants</u>										
National Government:		88 411	88 411	-	-	(479)	(479)	87 932	95 312	105 286
Local Government Equitable Share		84 602	84 602	-	-	-	-	84 602	92 850	102 274
EPWP Incentive		1 578	1 578	-	-	202	202	1 780	1 550	1 550
Finance Management		1 700	1 700	-	-	(150)	(150)	1 550	-	-
Municipal Infrastructure Grant [Schedule 5B]		531	531	-	-	(531)	(531)	0	912	1 462
Other transfers and grants [insert description]										
Provincial Government:		47 826	47 826	-	-	(22 754)	(22 754)	25 072	67 130	58 181
Regional Social Economical Pro		2 261	2 261	-	-	(2 261)	(2 261)	(0)	2 000	-
Thusong Centre		-	-	-	-	-	-	-	-	110
Financial Management		330	330	-	-	-	-	330	330	-
Community Development Workers		170	170	-	-	(170)	(170)	0	148	148
Housing		32 839	32 839	-	-	(20 218)	(20 218)	12 621	41 430	45 200
Libraries, Archives and Museum		9 402	9 402	-	-	(60)	(60)	9 342	-	-
Sports and Recreation		345	345	-	-	(45)	(45)	300	-	-
Replacement Funding for most vulnerable B3 municipalities		-	-	-	-	-	-	-	9 222	9 723
Maintenance and Construction of Transport Infrastructure		2 119	2 119	-	-	-	-	2 119	14 000	3 000
Capacity Building Grant		360	360	-	-	-	-	360	-	-
District Municipality:		600	600	-	-	-	-	600	-	-
District Water		500	500	-	-	-	-	500		
District Tourism		100	100	-	-	-	-	100		
Other grant providers:		1 494	1 494	-	-	2 089	2 089	3 583	-	-
Belgium		794	794	-	-	289	289	1 083		
Development Bank of South Africa		-	-	-	-	1 800	1 800	1 800		
Table Mountaint Fund		700	700	-	-	-	-	700		
Total operating expenditure of Transfers and Grants:		138 331	138 331	-	-	(21 144)	(21 144)	117 187	162 442	163 467
<u>Capital expenditure of Transfers and Grants</u>										
National Government:		35 935	35 935	-	-	(8 904)	(8 904)	27 031	45 450	28 400
Municipal Infrastructure Grant (MIG)		21 435	21 435	-	-	596	596	22 031	21 499	22 000
Regional Bulk Infrastructure		9 500	9 500	-	-	(9 500)	(9 500)	(0)	19 471	-
INEP		5 000	5 000	-	-	-	-	5 000	4 480	6 400
Other capital transfers [insert description]		-	-	-	-	-	-	-		
Provincial Government:		2 599	2 599	-	-	27 489	27 489	30 088	-	-
Housing		2 599	2 599	-	-	27 489	27 489	30 088		
		-	-	-	-	-	-	-		
District Municipality:		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-		
		-	-	-	-	-	-	-		
Other grant providers:		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-		
		-	-	-	-	-	-	-		
Total capital expenditure of Transfers and Grants		38 533	38 533	-	-	18 586	18 586	57 119	45 450	28 400
Total capital expenditure of Transfers and Grants		176 865	176 865	-	-	(2 559)	(2 559)	174 306	207 892	191 867

WC022 Witzenberg - Supporting Table SB10 Adjustments Budget - transfers and grants made by the municipality -

Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted 6	Accum. Funds 7	Multi-year capital 8	Unfore. Unavoid. 9	Nat. or Prov. Govt 10	Other Adjusts. 11	Total Adjusts. 12	Adjusted Budget 13	Adjusted Budget	Adjusted Budget
R thousands		A	A1	B	C	D	E	F	G	H		
<u>Cash transfers to other municipalities</u>												
[insert description]	1								-	-		
[insert description]									-	-		
[insert description]									-	-		
TOTAL ALLOCATIONS TO MUNICIPALITIES:		-	-	-	-	-	-	-	-	-	-	-
<u>Cash transfers to Entities/Other External Mechanisms</u>												
Operating Transfer - Non Profit Institutions	2								-	-		
Operating Transfer - Households									-	-		
[insert description]									-	-		
TOTAL ALLOCATIONS TO ENTITIES/EMS'		-	-	-	-	-	-	-	-	-	-	-
<u>Cash transfers to other Organs of State</u>												
[insert description]	3								-	-		
[insert description]									-	-		
[insert description]									-	-		
TOTAL ALLOCATIONS TO OTHER ORGANS OF STATE:		-	-	-	-	-	-	-	-	-	-	-
<u>Cash transfers to other Organisations</u>												
Households	4	13 304	13 266	-	-	-	-	(295)	(295)	12 970	1 169	1 239
Non-profit Institutions		1 103	1 093	-	-	-	-	-	-	1 093	33 844	25 039
[insert description]												
TOTAL CASH TRANSFERS TO OTHER ORGANISATIONS:		14 407	14 358	-	-	-	-	(295)	(295)	14 063	35 012	26 277
TOTAL CASH TRANSFERS	5	14 407	14 358	-	-	-	-	(295)	(295)	14 063	35 012	26 277
<u>Non-cash transfers to other municipalities</u>												
[insert description]	1								-	-		
[insert description]									-	-		
[insert description]									-	-		
TOTAL ALLOCATIONS TO MUNICIPALITIES:		-	-	-	-	-	-	-	-	-	-	-
<u>Non-cash transfers to Entities/Other External Mechanisms</u>												
[insert description]	2								-	-		
[insert description]									-	-		
[insert description]									-	-		
TOTAL ALLOCATIONS TO ENTITIES/EMS'		-	-	-	-	-	-	-	-	-	-	-
<u>Non-cash transfers to other Organs of State</u>												
[insert description]	3								-	-		
[insert description]									-	-		
[insert description]									-	-		
TOTAL ALLOCATIONS TO OTHER ORGANS OF STATE:		-	-	-	-	-	-	-	-	-	-	-
<u>Non-cash transfers to other Organisations</u>												
[insert description]	4								-	-		
[insert description]									-	-		
[insert description]									-	-		
TOTAL NON-CASH TRANSFERS TO OTHER ORGANISATIONS:		-	-	-	-	-	-	-	-	-	-	-
TOTAL NON-CASH TRANSFERS	5	-	-	-	-	-	-	-	-	-	-	-
TOTAL TRANSFERS		14 407	14 358	-	-	-	-	(295)	(295)	14 063	35 012	26 277

WC022 Witzenberg - Supporting Table SB11 Adjustments Budget - councillor and staff benefits -

Summary of remuneration	Ref	Budget Year 2018/19									% change
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	
		A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H	
R thousands		A	A1	B	C	D	E	F	G	H	
Councillors (Political Office Bearers plus Other)											
Basic Salaries and Wages		7 213	7 213						-	7 213	0.0%
Pension and UIF Contributions		1 063	1 063						-	1 063	0.0%
Medical Aid Contributions		212	212						-	212	0.0%
Motor Vehicle Allowance		692	692						-	692	0.0%
Cellphone Allowance		1 023	1 023						-	1 023	0.0%
Housing Allowances		455	455						-	455	0.0%
Other benefits and allowances		50	50						-	50	0.0%
Sub Total - Councillors		10 709	10 709			-		-	-	10 709	0.0%
% increase			-							-	
Senior Managers of the Municipality											
Basic Salaries and Wages		3 594	3 294	-		-		-	-	3 294	-8.3%
Pension and UIF Contributions		739	739	-		-		-	-	739	0.0%
Medical Aid Contributions		127	127	-		-		-	-	127	0.0%
Overtime		-	-	-		-		-	-	-	
Performance Bonus		840	840	-		-		-	-	840	0.0%
Motor Vehicle Allowance		993	993	-		-		-	-	993	0.0%
Cellphone Allowance		67	67	-		-		-	-	67	0.0%
Housing Allowances		145	145	-		-		-	-	145	0.0%
Other benefits and allowances		108	88	-		-		-	-	88	-18.5%
Payments in lieu of leave		-	-	-		-		-	-	-	
Long service awards		-	-	-		-		-	-	-	
Post-retirement benefit obligations		-	-	-		-		-	-	-	
Sub Total - Senior Managers of Municipality	5	6 614	6 294	-		-		-	-	6 294	-4.8%
% increase			(0)							-	
Other Municipal Staff											
Basic Salaries and Wages		108 292	106 528	-	-	-	-	(582)	(582)	105 946	-2.2%
Pension and UIF Contributions		16 388	16 381	-	-	-	-	-	-	16 381	0.0%
Medical Aid Contributions		7 283	7 283	-	-	-	-	-	-	7 283	0.0%
Overtime		11 713	11 728	-	-	-	-	-	-	11 728	0.1%
Performance Bonus		7 651	7 651	-	-	-	-	-	-	7 651	
Motor Vehicle Allowance		4 099	4 129	-	-	-	-	-	-	4 129	0.7%
Cellphone Allowance		378	378	-	-	-	-	-	-	378	0.0%
Housing Allowances		1 541	1 541	-	-	-	-	-	-	1 541	
Other benefits and allowances		4 035	4 239	-	-	-	-	-	-	4 239	
Payments in lieu of leave		831	831	-	-	-	-	-	-	831	0.0%
Long service awards		407	407	-	-	-	-	-	-	407	0.0%
Post-retirement benefit obligations		10 632	10 632	-	-	-	-	-	-	10 632	0.0%
Sub Total - Other Municipal Staff	5	173 251	171 728	-	-	-	-	(582)	(582)	171 146	-1.2%
% increase											
Total Parent Municipality		190 573	188 731	-	-	-	-	(582)	(582)	188 149	-1.3%
Board Members of Entities											
Sub Total - Board Members of Entities		-	-	-	-	-	-	-	-	-	
% increase											
Senior Managers of Entities											
Sub Total - Senior Managers of Entities		-	-	-	-	-	-	-	-	-	
% increase											
Other Staff of Entities											
Sub Total - Other Staff of Entities		-	-	-	-	-	-	-	-	-	
% increase											
Total Municipal Entities		-	-	-	-	-	-	-	-	-	
TOTAL SALARY, ALLOWANCES & BENEFITS		190 573	188 731	-	-	-	-	(582)	(582)	188 149	-1.3%
% increase											
TOTAL MANAGERS AND STAFF		179 864	178 021	-	-	-	-	(582)	(582)	177 440	-1.3%

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

Description	Ref	Budget Year 2018/19												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2018/19	Budget Year +1 2019/20	Budget Year +2 2020/21
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Revenue by Vote																
Vote 1 - Financial Services		36 279	4 195	4 042	3 048	3 825	4 229	4 979	4 982	4 985	4 989	4 989	8 287	88 829	96 590	97 883
Vote 2 - Community Services		36 221	1 075	1 487	1 013	1 754	29 298	1 200	1 200	21 141	1 200	1 200	50 208	146 997	184 253	198 255
Vote 3 - Corporate Services		0	–	–	145	–	–	50	50	50	50	50	303	697	633	781
Vote 4 - Technical Services		29 840	27 969	25 241	21 225	21 409	40 283	26 953	29 307	41 661	43 177	43 177	28 931	379 174	394 026	390 175
Vote 5 - Municipal Manager		43	43	47	45	50	44	113	113	113	113	80	17	819	1 661	2 192
Total Revenue by Vote		102 382	33 282	30 817	25 475	27 038	73 855	33 295	35 652	67 950	49 528	49 496	87 746	616 516	677 163	689 285
Expenditure by Vote																
Vote 1 - Financial Services		1 717	2 633	952	3 163	6 002	3 979	3 722	3 722	3 722	3 722	3 722	7 225	44 284	54 068	56 436
Vote 2 - Community Services		4 623	6 204	6 355	6 472	6 294	8 390	12 904	12 904	12 904	12 904	12 904	12 885	115 744	139 199	137 125
Vote 3 - Corporate Services		3 722	4 967	4 677	5 144	4 693	6 350	4 871	4 871	4 872	4 872	4 872	6 831	60 741	60 029	64 001
Vote 4 - Technical Services		7 326	31 774	25 646	21 744	23 846	34 762	25 933	27 908	39 883	41 858	41 858	34 298	356 835	367 424	390 057
Vote 5 - Municipal Manager		616	796	883	1 177	972	860	1 062	1 062	1 062	1 062	1 062	2 062	12 677	13 895	14 752
Total Expenditure by Vote		18 003	46 375	38 513	37 701	41 807	54 342	48 492	50 468	62 443	64 418	64 418	63 301	590 281	634 616	662 372
Surplus/ (Deficit)		84 379	(13 093)	(7 696)	(12 225)	(14 769)	19 513	(15 198)	(14 816)	5 507	(14 890)	(14 922)	24 445	26 235	42 547	26 913

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

Budget Year 2018/19														Medium Term Revenue and Expenditure Framework		
Description - Standard classification	Ref	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2018/19	Budget Year +1 2019/20	Budget Year +2 2020/21
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Revenue - Functional																
Governance and administration		36 350	4 337	4 177	3 358	3 959	7 496	5 279	5 290	5 301	5 312	5 312	6 425	92 596	100 476	102 003
Executive and council		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Finance and administration		36 350	4 337	4 177	3 358	3 959	7 496	5 279	5 290	5 301	5 312	5 312	6 425	92 596	100 476	102 003
Internal audit		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Community and public safety		35 483	528	488	466	605	28 583	11 736	11 737	7 738	6 329	7 739	7 212	118 643	156 321	168 766
Community and social services		35 348	151	237	264	344	28 456	8 227	8 227	4 227	4 227	4 227	2 846	96 782	105 374	113 478
Sport and recreation		129	215	245	196	255	120	752	752	752	752	752	4 064	8 981	9 243	9 798
Public safety		—	—	—	—	—	0	0	0	0	0	0	3	6	6	6
Housing		6	161	6	7	7	7	2 756	2 757	2 758	1 350	2 760	298	12 874	41 698	45 484
Health		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Economic and environmental services		635	469	786	234	984	10 193	3 616	3 616	3 616	3 616	3 616	20 177	51 559	46 293	43 368
Planning and development		155	169	94	74	197	49	185	185	185	185	185	605	2 268	2 586	3 171
Road transport		480	301	692	155	787	10 142	3 430	3 430	3 430	3 430	3 430	18 632	48 339	43 694	40 183
Environmental protection		—	—	—	5	—	3	1	1	1	1	1	939	952	13	14
Trading services		29 867	27 941	25 365	21 413	21 474	27 571	25 437	27 782	30 127	31 635	31 635	53 370	353 616	373 964	375 033
Energy sources		21 282	20 107	18 271	14 601	14 245	14 572	16 890	19 235	21 581	23 926	23 926	31 160	239 796	252 476	269 061
Water management		3 838	2 944	2 739	2 491	2 874	3 146	5 088	5 088	5 088	4 250	4 250	10 419	52 216	70 325	49 741
Waste water management		2 354	2 547	1 918	1 922	1 934	7 762	1 638	1 638	1 638	1 638	1 638	11 448	38 077	21 415	20 523
Waste management		2 394	2 343	2 437	2 399	2 421	2 091	1 820	1 820	1 820	1 820	1 820	343	23 527	29 747	35 708
Other		47	7	2	5	16	13	2	3	2	2	2	3	103	109	116
Total Revenue - Functional		102 382	33 282	30 817	25 475	27 038	73 855	46 070	48 428	46 784	46 894	48 304	87 186	616 516	677 163	689 285
Expenditure - Functional																
Governance and administration		5 948	8 512	6 597	9 384	11 926	11 295	9 797	9 797	9 797	9 797	9 797	15 424	118 068	128 846	135 896
Executive and council		1 599	1 762	1 798	1 728	1 925	2 214	2 277	2 277	2 277	2 277	2 277	5 203	27 613	29 498	31 182
Finance and administration		4 194	6 496	4 605	7 449	9 811	8 881	7 344	7 344	7 344	7 344	7 344	10 143	88 301	97 101	102 315
Internal audit		156	253	194	207	191	200	175	175	175	175	175	77	2 154	2 247	2 399
Community and public safety		3 380	4 825	4 747	4 979	4 746	6 604	6 873	6 873	6 873	6 873	6 873	17 537	81 182	105 452	101 210
Community and social services		1 439	1 815	1 820	1 869	1 832	2 394	2 122	2 122	2 122	2 122	2 122	3 831	25 609	25 360	27 055
Sport and recreation		1 145	1 655	1 796	1 867	1 950	2 956	2 408	2 408	2 408	2 408	2 408	4 367	27 777	30 659	32 637
Public safety		528	813	799	908	627	927	744	744	744	744	744	605	8 925	9 443	10 060
Housing		269	543	332	335	337	328	1 599	1 599	1 599	1 599	1 599	8 734	18 871	39 990	31 459
Health		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Economic and environmental services		2 887	3 333	3 711	4 128	4 714	6 403	5 453	5 453	5 453	5 453	5 453	16 070	68 511	62 230	66 096
Planning and development		591	685	660	743	644	766	873	873	873	873	873	2 329	10 784	10 963	11 691
Road transport		2 200	2 520	2 936	3 269	3 943	5 499	4 435	4 435	4 435	4 435	4 435	12 500	55 041	49 402	52 414
Environmental protection		95	127	115	115	126	138	146	146	146	146	146	1 241	2 686	1 865	1 991
Trading services		5 587	29 702	23 455	19 009	20 418	30 036	23 832	25 808	27 783	29 759	29 759	56 495	321 643	337 141	358 167
Energy sources		1 389	22 798	21 449	13 548	13 352	14 674	16 094	18 070	20 045	22 021	22 021	38 460	223 920	236 623	250 949
Water management		937	1 861	962	1 237	1 769	5 604	2 415	2 415	2 415	2 415	2 415	3 966	28 414	29 972	32 011
Waste water management		1 411	2 558	336	1 957	2 208	5 816	2 438	2 438	2 438	2 438	2 438	2 968	29 444	31 913	33 779
Waste management		1 850	2 485	707	2 268	3 090	3 943	2 885	2 885	2 885	2 885	2 885	11 100	39 865	38 633	41 428
Other		201	3	4	201	3	3	74	74	74	74	74	89	878	947	1 004
Total Expenditure - Functional		18 003	46 375	38 513	37 701	41 807	54 342	46 029	48 005	49 980	51 956	51 956	105 615	590 281	634 616	662 372
Surplus/ (Deficit) 1.																
		84 379	(13 093)	(7 696)	(12 225)	(14 769)	19 513	41	424	(3 196)	(5 062)	(3 652)	(18 429)	26 235	42 547	26 913

WC022 Witzenberg - Supporting Table SB14 Adjustments Budget - monthly revenue and expenditure -

Description	Ref	Budget Year 2018/19												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2018/19	Budget Year +1 2019/20	Budget Year +2 2020/21
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Revenue By Source																
Property rates		35 719	3 357	2 666	1 934	2 807	3 336	3 500	3 500	3 500	3 500	3 500	872	68 191	74 202	78 654
Service charges - electricity revenue		21 308	20 137	18 294	14 634	14 270	14 275	18 500	19 057	23 214	23 571	23 571	25 105	235 937	249 857	264 848
Service charges - water revenue		3 531	2 629	2 420	2 164	2 552	2 799	4 188	4 188	4 188	3 351	3 351	6 821	42 180	44 237	46 891
Service charges - sanitation revenue		2 198	2 384	1 750	1 752	1 762	1 913	1 217	1 217	1 217	1 217	1 217	272	18 116	18 430	19 536
Service charges - refuse revenue		2 031	1 949	1 964	1 847	1 911	1 803	1 714	1 714	1 714	1 714	1 714	1 911	21 985	22 516	23 867
Service charges - other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rental of facilities and equipment		332	351	436	498	452	206	850	850	850	850	850	3 675	10 198	10 810	11 459
Interest earned - external investments		371	539	705	423	651	491	684	684	684	684	684	1 604	8 202	8 695	9 216
Interest earned - outstanding debtors		769	810	820	848	795	901	471	471	471	471	471	127	7 425	7 870	8 342
Dividends received		-	-	-	-	-	-	0	0	0	0	0	2	4	4	5
Fines, penalties and forfeits		199	111	251	34	39	315	1 575	1 575	1 575	1 575	1 575	10 078	18 904	19 482	20 642
Licences and permits		334	214	435	134	757	289	305	305	305	305	165	109	3 655	3 915	4 149
Agency services		-	-	-	-	-	-	406	406	406	406	406	2 845	4 878	5 170	5 480
Transfers and subsidies		35 111	133	101	238	301	28 491	11 258	11 258	11 258	3 200	2 800	12 282	116 431	160 497	162 885
Other revenue		279	514	855	763	741	384	772	772	772	772	772	3 084	10 481	11 957	8 615
Gains on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue		102 182	33 127	30 696	25 270	27 037	55 203	45 440	45 997	50 155	41 616	41 077	68 786	566 587	637 641	664 590
Expenditure By Type																
Employee related costs		13 012	16 041	14 209	14 448	14 984	14 808	14 978	14 978	14 978	14 978	14 978	15 051	177 440	190 612	203 710
Remuneration of councillors		764	764	745	743	744	761	967	892	892	892	892	1 651	10 709	11 352	12 033
Debt impairment		1 189	3 148	(1 487)	(1 013)	(1 754)	6 572	2 050	2 050	2 050	2 050	2 050	5 296	22 203	30 005	31 806
Depreciation & asset impairment		0	-	1	5	0	12 524	3 586	3 586	3 586	3 586	3 586	13 704	44 165	45 565	48 930
Finance charges		-	-	121	-	214	57	306	306	306	306	306	6 083	8 005	3 892	4 111
Bulk purchases		129	21 258	20 572	12 000	11 720	11 474	13 828	15 803	17 779	19 754	19 754	33 470	197 541	207 432	219 878
Other materials		919	721	1 142	1 640	1 921	848	1 751	1 751	1 751	1 751	1 751	3 518	19 465	20 858	21 536
Contracted services		930	2 091	3 721	4 081	4 006	3 894	3 993	3 993	3 993	3 993	3 993	11 359	50 050	42 360	45 026
Grants and subsidies		-	-	-	-	-	-	1 201	1 201	1 201	1 201	1 201	8 420	14 423	35 012	26 277
Other expenditure		859	2 198	3 343	3 674	5 883	3 402	3 644	3 644	3 644	1 500	3 644	10 846	46 280	47 528	49 067
Loss on disposal of PPE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditure		17 803	46 220	42 367	35 578	37 719	54 340	46 304	48 205	50 180	50 012	52 156	109 398	590 281	634 616	662 372
Surplus/(Deficit)		84 379	(13 093)	(11 671)	(10 308)	(10 682)	863	(864)	(2 207)	(26)	(8 395)	(11 079)	(40 612)	(23 695)	3 025	2 217
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		-	-	-	-	-	18 651	2 628	2 628	2 628	2 628	2 628	18 140	49 930	39 522	24 696
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (in-kind - all)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions		84 379	(13 093)	(11 671)	(10 308)	(10 682)	19 513	1 764	421	2 602	(5 767)	(8 451)	(22 472)	26 235	42 547	26 913

WC022 Witzenberg - Supporting Table SB15 Adjustments Budget - monthly cash flow -

Monthly cash flows	Ref	Budget Year 2018/19												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2018/19	Budget Year +1 2019/20	Budget Year +2 2020/21
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
<u>Cash Receipts By Source</u>	1															
Property rates		3 857	8 244	6 776	19 563	4 045	3 164	6 297	4 297	4 297	1 297	2 297	2 367	66 502	70 492	74 721
Service charges - electricity revenue		21 805	21 838	23 650	18 894	14 017	16 366	17 789	18 789	18 789	18 789	18 789	14 622	224 140	237 364	251 606
Service charges - water revenue		3 483	3 455	2 202	3 196	2 014	2 845	3 883	3 883	3 883	3 883	3 883	3 460	40 071	42 025	44 547
Service charges - sanitation revenue		1 790	2 354	2 582	1 859	1 616	1 448	1 074	1 074	1 074	1 074	1 074	190	17 211	17 508	18 559
Service charges - refuse		1 797	1 899	1 566	2 282	1 702	1 628	1 199	2 199	2 199	2 199	2 199	18	20 886	21 390	22 674
Service charges - other		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Rental of facilities and equipment		210	225	384	435	367	56	39	39	39	39	39	8 327	10 198	10 810	11 459
Interest earned - external investments		371	539	705	423	651	491	681	681	681	681	681	1 589	8 176	8 666	9 186
Interest earned - outstanding debtors		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Dividends received		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Fines, penalties and forfeits		199	111	251	64	259	65	339	339	339	339	339	3 027	5 671	5 845	6 193
Licences and permits		574	214	705	764	1 608	398	305	305	305	305	305	(2 132)	3 655	3 915	4 149
Agency services		–	–	–	–	–	–	406	406	406	406	406	2 845	4 878	5 170	5 480
Transfer receipts - operational		36 119	1 992	3 514	1 987	2 028	28 183	9 895	9 895	9 895	2 854	3 653	6 417	116 431	160 497	162 885
Other revenue		236	382	645	1 982	721	226	665	665	665	666	666	2 962	10 481	11 957	8 615
Cash Receipts by Source		70 442	41 253	42 981	51 450	29 029	54 869	42 573	42 573	42 573	32 533	34 332	43 692	528 299	595 639	620 073
Other Cash Flows by Source																
Transfers receipts - capital		17 000	–	–	3 500	5 400	7 566	1 403	1 403	1 403	1 403	1 403	9 449	49 930	39 522	24 696
Contributions & Contributed assets		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Proceeds on disposal of PPE		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Short term loans		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Borrowing long term/refinancing		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Increase (decrease) in consumer deposits		63	81	51	74	95	46	–	–	–	–	–	(409)	–	–	–
Decrease (Increase) in non-current debtors		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Decrease (increase) other non-current receivables		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Decrease (increase) in non-current investments		–	–	(100 000)	25 000	25 000	(35 000)	–	–	20 000	20 000	20 000	25 000	–	–	–
Total Cash Receipts by Source		87 505	41 334	(56 969)	80 024	59 524	27 481	43 976	43 976	63 976	53 936	55 735	77 732	578 228	635 161	644 769
<u>Cash Payments by Type</u>																
Employee related costs		11 219	13 141	12 270	12 453	19 675	12 559	13 723	13 723	13 723	13 723	13 723	27 506	177 440	190 612	203 710
Remuneration of councillors		876	874	867	836	848	868	892	892	892	892	892	1 077	10 709	11 352	12 033
Finance charges		–	–	88	–	–	57	–	–	1 224	–	–	2 303	3 671	3 892	4 125
Bulk purchases - Electricity		21 258	20 572	12 000	11 720	11 474	10 443	15 113	15 113	15 113	15 113	15 113	18 322	181 351	192 232	203 766
Bulk purchases - Water & Sewer		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other materials		862	428	662	2 694	1 729	2 075	1 875	1 875	1 875	1 875	1 875	4 675	22 500	23 850	25 281
Contracted services		2 263	2 211	3 840	3 679	4 259	4 041	3 600	3 600	3 600	3 600	3 600	11 758	50 050	42 360	45 026
Transfers and grants - other municipalities		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Transfers and grants - other		200	155	121	205	–	2	1 200	1 200	1 200	1 200	1 200	7 724	14 407	15 271	16 188
Other expenditure		4 372	5 044	5 304	6 236	5 582	4 311	2 300	1 100	1 560	1 800	1 300	7 371	46 280	47 528	49 067
Cash Payments by Type		41 049	42 425	35 152	37 823	43 567	34 357	38 704	37 504	39 187	38 204	37 704	80 735	506 409	527 097	559 195
Other Cash Flows/Payments by Type																
Capital assets		1 686	4 061	8 879	6 352	10 008	2 511	3 450	6 900	3 450	6 900	6 900	24 500	85 599	61 107	36 225
Repayment of borrowing		–	–	1 058	–	–	109	–	–	–	–	–	933	2 100	912	966
Other Cash Flows/Payments		(453)	591	(737)	3 824	(30 696)	34 490	852	200	200	452	852	(8 401)	1 174	63 484	27 008
Total Cash Payments by Type		42 282	47 077	44 352	47 999	22 879	71 467	43 006	44 604	42 838	45 556	45 456	97 767	595 282	652 599	623 394
NET INCREASE/(DECREASE) IN CASH HELD		45 223	(5 744)	(101 320)	32 025	36 645	(43 986)	970	(628)	21 139	8 379	10 278	(20 035)	(17 053)	(17 439)	21 375
Cash/cash equivalents at the month/year beginning:		97 502	142 725	136 982	35 661	67 687	104 332	60 346	61 316	60 688	81 827	90 206	100 484	97 502	80 449	63 010
Cash/cash equivalents at the month/year end:		142 725	136 982	35 661	67 687	104 332	60 346	61 316	60 688	81 827	90 206	100 484	80 449	80 449	63 010	84 385

WC022 Witzenberg - Supporting Table SB16 Adjustments Budget - monthly capital expenditure (municipal vote) -

Description - Municipal Vote	Ref	Budget Year 2018/19												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2018/19	Budget Year +1 2019/20	Budget Year +2 2020/21
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
<u>Multi-year expenditure appropriation</u>	1															
Vote 1 - Financial Services		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 2 - Community Services		-	-	-	6	-	-	-	-	-	-	-	800	806	350	400
Vote 3 - Corporate Services		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 4 - Technical Services		384	2 227	4 735	2 539	5 344	257	4 500	3 596	4 297	4 595	4 595	8 512	45 579	50 492	22 274
Vote 5 - Municipal Manager		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Multi-year expenditure sub-total	3	384	2 227	4 735	2 545	5 344	257	4 500	3 596	4 297	4 595	4 595	9 312	46 385	50 842	22 674
<u>Single-year expenditure appropriation</u>																
Vote 1 - Financial Services		1	-	-	2	3	-	9	18	9	18	18	133	210	80	-
Vote 2 - Community Services		(1)	1	23	60	46	83	247	493	247	493	493	3 029	5 214	9 434	3 646
Vote 3 - Corporate Services		35	(4)	32	34	24	123	49	97	49	97	97	1 378	2 011	892	770
Vote 4 - Technical Services		349	1 766	4 236	3 847	4 029	1 714	2 457	4 914	2 457	2 945	1 578	1 800	32 093	29 094	16 459
Vote 5 - Municipal Manager		-	-	-	-	-	1	8	15	8	15	15	69	130	50	20
Capital single-year expenditure sub-total	3	383	1 764	4 291	3 943	4 102	1 921	2 769	5 538	2 769	3 568	2 201	6 409	39 658	39 550	20 894
Total Capital Expenditure	2	767	3 991	9 026	6 488	9 446	2 178	7 269	9 134	7 066	8 163	6 796	15 721	86 043	90 392	43 569

WC022 Witzenberg - Supporting Table SB17 Adjustments Budget - monthly capital expenditure (functional classification) -

Description	Ref	Budget Year 2018/19											Medium Term Revenue and Expenditure Framework			
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2018/19	Budget Year +1 2019/20	Budget Year +2 2020/21
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Capital Expenditure - Functional																
Governance and administration		35	(1)	40	59	27	129	67	134	67	134	134	2 668	3 493	1 062	770
Executive and council		1	4	10	25	26	6	13	25	13	25	25	1 290	1 462	170	50
Finance and administration		35	(5)	30	34	1	123	55	109	55	109	109	1 378	2 031	892	720
Internal audit		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Community and public safety		(1)	1	23	45	-	21	170	340	170	340	340	2 509	3 958	7 669	1 816
Community and social services		(1)	1	-	-	-	-	50	100	50	100	100	254	654	3 050	900
Sport and recreation		-	-	23	45	-	21	120	240	120	240	240	2 255	3 304	4 619	916
Public safety		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Health		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Economic and environmental services		349	2 160	4 955	3 982	5 267	1 031	1 489	2 979	1 489	2 979	2 979	4 415	34 074	31 568	14 878
Planning and development		-	-	-	7	46	58	1	2	1	2	2	413	531	20	20
Road transport		349	2 160	4 955	3 975	5 221	974	1 413	2 827	1 413	2 827	2 827	3 102	32 042	29 958	13 173
Environmental protection		-	-	-	-	-	-	75	150	75	150	150	900	1 500	1 590	1 685
Trading services		384	1 831	4 008	2 402	4 152	998	2 309	4 590	2 320	3 860	3 794	13 871	44 518	50 093	26 105
Energy sources		384	232	1 102	445	235	126	583	1 165	583	1 165	1 165	3 878	11 063	9 106	8 715
Water management		-	599	875	804	1 369	524	737	1 475	737	748	682	800	9 350	20 320	5 039
Waste water management		-	1 000	1 889	1 049	1 939	195	961	1 922	961	1 922	1 922	9 174	22 934	10 670	6 878
Waste management		-	-	141	105	609	154	28	28	39	25	25	18	1 171	9 998	5 472
Other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Expenditure - Functional		767	3 991	9 026	6 488	9 446	2 178	4 036	8 043	4 047	7 313	7 247	23 462	86 043	90 392	43 569

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

[illegible]

Fire/Ambulance Stations	-	-	-	-	-	-	-	-	-	-	-	-
Testing Stations	-	-	-	-	-	-	-	-	-	-	-	-
Museums	-	-	-	-	-	-	-	-	-	-	-	-
Galleries	-	-	-	-	-	-	-	-	-	-	-	-
Theatres	-	-	-	-	-	-	-	-	-	-	-	-
Libraries	-	-	-	-	-	-	-	-	-	-	-	-
Cemeteries/Crematoria	-	-	-	-	-	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-	-	-	-	-	-
Purls	-	-	-	-	-	-	-	-	-	-	-	-
Public Open Space	120	-	-	-	-	-	-	-	-	120	120	-
Nature Reserves	-	-	-	-	-	-	-	-	-	-	-	-
Public Ablution Facilities	-	-	-	-	-	-	-	-	-	-	-	-
Markets	-	531	-	-	-	-	-	-	-	531	-	-
Stalls	-	-	-	-	-	-	-	-	-	-	-	-
Abattoirs	-	-	-	-	-	-	-	-	-	-	-	-
Airports	-	-	-	-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals	-	-	-	-	-	-	-	-	-	-	-	-
Capital Spares	-	-	-	-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities	20	102	-	-	-	-	-	-	-	102	-	-
Indoor Facilities	-	-	-	-	-	-	-	-	-	-	-	-
Outdoor Facilities	20	102	-	-	-	-	-	-	-	102	-	-
Capital Spares	-	-	-	-	-	-	-	-	-	-	-	-
Heritage assets	-	-	-	-	-	-	-	-	-	-	-	-
Monuments	-	-	-	-	-	-	-	-	-	-	-	-
Historic Buildings	-	-	-	-	-	-	-	-	-	-	-	-
Works of Art	-	-	-	-	-	-	-	-	-	-	-	-
Conservation Areas	-	-	-	-	-	-	-	-	-	-	-	-
Other Heritage	-	-	-	-	-	-	-	-	-	-	-	-
Investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Revenue Generating	-	-	-	-	-	-	-	-	-	-	-	-
Improved Property	-	-	-	-	-	-	-	-	-	-	-	-
Unimproved Property	-	-	-	-	-	-	-	-	-	-	-	-
Non-revenue Generating	-	-	-	-	-	-	-	-	-	-	-	-
Improved Property	-	-	-	-	-	-	-	-	-	-	-	-
Unimproved Property	-	-	-	-	-	-	-	-	-	-	-	-
Other assets	1 600	1 600	-	-	-	-	-	-	-	1 600	1 920	2 048
Operational Buildings	1 600	1 600	-	-	-	-	-	-	-	1 600	1 920	2 048
Municipal Offices	100	100	-	-	-	-	-	-	-	100	-	-
Pay/Enquiry Points	-	-	-	-	-	-	-	-	-	-	-	-
Building Plan Offices	-	-	-	-	-	-	-	-	-	-	-	-
Workshops	-	-	-	-	-	-	-	-	-	-	-	-
Yards	-	-	-	-	-	-	-	-	-	-	-	-
Stores	-	-	-	-	-	-	-	-	-	-	-	-
Laboratories	-	-	-	-	-	-	-	-	-	-	-	-
Training Centres	-	-	-	-	-	-	-	-	-	-	330	363
Manufacturing Plant	-	-	-	-	-	-	-	-	-	-	-	-
Depots	1 500	1 500	-	-	-	-	-	-	-	1 500	1 590	1 685
Capital Spares	-	-	-	-	-	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-	-	-	-	-	-
Staff Housing	-	-	-	-	-	-	-	-	-	-	-	-
Social Housing	-	-	-	-	-	-	-	-	-	-	-	-
Capital Spares	-	-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets	-	-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets	-	-	-	-	-	-	-	-	-	-	-	-
Intangible Assets	300	300	-	-	-	-	-	-	-	300	200	-
Servitudes	-	-	-	-	-	-	-	-	-	-	-	-
Licences and Rights	300	300	-	-	-	-	-	-	-	300	200	-
Water Rights	-	-	-	-	-	-	-	-	-	-	-	-
Effluent Licenses	-	-	-	-	-	-	-	-	-	-	-	-
Solid Waste Licenses	-	-	-	-	-	-	-	-	-	-	-	-
Computer Software and Applications	300	300	-	-	-	-	-	-	-	300	200	-
Load Settlement Software Applications	-	-	-	-	-	-	-	-	-	-	-	-
Unspecified	-	-	-	-	-	-	-	-	-	-	-	-
Computer Equipment	450	580	-	-	-	-	-	-	-	580	550	600
Computer Equipment	450	580	-	-	-	-	-	-	-	580	550	600
Furniture and Office Equipment	602	1 852	-	-	-	-	(20)	(20)	(20)	1 832	432	406
Furniture and Office Equipment	602	1 852	-	-	-	-	(20)	(20)	(20)	1 832	432	406
Machinery and Equipment	1 720	1 622	-	-	-	-	-	-	-	1 622	1 325	682
Machinery and Equipment	1 720	1 622	-	-	-	-	-	-	-	1 622	1 325	682
Transport Assets	1 050	2 030	-	-	-	-	-	-	-	2 030	3 350	-
Transport Assets	1 050	2 030	-	-	-	-	-	-	-	2 030	3 350	-
Land	-	-	-	-	-	-	-	-	-	-	-	-
Land	-	-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals	-	-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Expenditure on new assets to be adjusted	1	56 204	59 160	-	-	-	-	578	578	59 738	47 659	16 253

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

Description	Ref	Budget Year 2018/19									Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjus.	Total Adjus.	Adjusted Budget	Adjusted Budget	
		7	8	9	10	11	12	13	14			
R thousands		A	A1	B	C	D	E	F	G	H		
Capital expenditure on renewal of existing assets by Asset Class/Sub-class												
Infrastructure		12 350	13 444	-	-	-	-	-	-	13 444	14 517	16 217
Roads Infrastructure		9 000	10 065	-	-	-	-	-	-	10 065	6 739	8 739
Roads		9 000	10 065	-	-	-	-	-	-	10 065	6 739	8 739
Road Structures		-	-	-	-	-	-	-	-	-	-	-
Road Furniture		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Storm water Infrastructure		-	-	-	-	-	-	-	-	-	1 739	1 739
Drainage Collection		-	-	-	-	-	-	-	-	-	-	-
Storm water Conveyance		-	-	-	-	-	-	-	-	-	1 739	1 739
Attenuation		-	-	-	-	-	-	-	-	-	-	-
Electrical Infrastructure		-	-	-	-	-	-	-	-	-	1 200	-
Power Plants		-	-	-	-	-	-	-	-	-	-	-
HV Substations		-	-	-	-	-	-	-	-	-	-	-
HV Switching Station		-	-	-	-	-	-	-	-	-	-	-
HV Transmission Conductors		-	-	-	-	-	-	-	-	-	-	-
MV Substations		-	-	-	-	-	-	-	-	-	-	-
MV Switching Stations		-	-	-	-	-	-	-	-	-	-	-
MV Networks		-	-	-	-	-	-	-	-	-	1 200	-
LV Networks		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Water Supply Infrastructure		1 000	1 000	-	-	-	-	-	-	1 000	1 000	2 000
Dams and Weirs		-	-	-	-	-	-	-	-	-	-	-
Boreholes		-	-	-	-	-	-	-	-	-	-	-
Reservoirs		-	-	-	-	-	-	-	-	-	-	-
Pump Stations		-	-	-	-	-	-	-	-	-	-	-
Water Treatment Works		-	-	-	-	-	-	-	-	-	-	-
Bulk Mains		-	-	-	-	-	-	-	-	-	-	-
Distribution		1 000	1 000	-	-	-	-	-	-	1 000	1 000	2 000
Distribution Points		-	-	-	-	-	-	-	-	-	-	-
PRV Stations		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Sanitation Infrastructure		2 350	2 379	-	-	-	-	-	-	2 379	3 839	3 739
Pump Station		-	-	-	-	-	-	-	-	-	-	-
Reticulation		1 000	1 029	-	-	-	-	-	-	1 029	2 739	3 739
Waste Water Treatment Works		1 350	1 350	-	-	-	-	-	-	1 350	1 100	-
Outfall Sewers		-	-	-	-	-	-	-	-	-	-	-
Toilet Facilities		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Landfill Sites		-	-	-	-	-	-	-	-	-	-	-
Waste Transfer Stations		-	-	-	-	-	-	-	-	-	-	-
Waste Processing Facilities		-	-	-	-	-	-	-	-	-	-	-
Waste Drop-off Points		-	-	-	-	-	-	-	-	-	-	-
Waste Separation Facilities		-	-	-	-	-	-	-	-	-	-	-
Electricity Generation Facilities		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Rail Lines		-	-	-	-	-	-	-	-	-	-	-
Rail Structures		-	-	-	-	-	-	-	-	-	-	-
Rail Furniture		-	-	-	-	-	-	-	-	-	-	-
Drainage Collection		-	-	-	-	-	-	-	-	-	-	-
Storm water Conveyance		-	-	-	-	-	-	-	-	-	-	-
Attenuation		-	-	-	-	-	-	-	-	-	-	-
MV Substations		-	-	-	-	-	-	-	-	-	-	-
LV Networks		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Sand Pumps		-	-	-	-	-	-	-	-	-	-	-
Piers		-	-	-	-	-	-	-	-	-	-	-
Revetments		-	-	-	-	-	-	-	-	-	-	-
Promenades		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Data Centres		-	-	-	-	-	-	-	-	-	-	-
Core Layers		-	-	-	-	-	-	-	-	-	-	-
Distribution Layers		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-

Description	Ref	Budget Year 2018/19									Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjus.	Total Adjus.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
R thousands												
Community Assets		900	890	-	-	-	-	-	-	890	2 600	500
Community Facilities		600	590	-	-	-	-	-	-	590	2 300	200
Halls		600	590	-	-	-	-	-	-	590	2 100	-
Centres		-	-	-	-	-	-	-	-	-	-	-
Crèches		-	-	-	-	-	-	-	-	-	-	-
Clinics/Care Centres		-	-	-	-	-	-	-	-	-	-	-
Fire/Ambulance Stations		-	-	-	-	-	-	-	-	-	-	-
Testing Stations		-	-	-	-	-	-	-	-	-	-	-
Museums		-	-	-	-	-	-	-	-	-	-	-
Galleries		-	-	-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-	-	-
Cemeteries/Crematoria		-	-	-	-	-	-	-	-	-	200	200
Police		-	-	-	-	-	-	-	-	-	-	-
Purfs		-	-	-	-	-	-	-	-	-	-	-
Public Open Space		-	-	-	-	-	-	-	-	-	-	-
Nature Reserves		-	-	-	-	-	-	-	-	-	-	-
Public Ablution Facilities		-	-	-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-	-	-
Stalls		-	-	-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-	-	-
Airports		-	-	-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		300	300	-	-	-	-	-	-	300	300	300
Indoor Facilities		-	-	-	-	-	-	-	-	-	-	-
Outdoor Facilities		300	300	-	-	-	-	-	-	300	300	300
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Heritage assets		-	-	-	-	-	-	-	-	-	-	-
Monuments		-	-	-	-	-	-	-	-	-	-	-
Historic Buildings		-	-	-	-	-	-	-	-	-	-	-
Works of Art		-	-	-	-	-	-	-	-	-	-	-
Conservation Areas		-	-	-	-	-	-	-	-	-	-	-
Other Heritage		-	-	-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-	-	-
Other assets		400	1 173	-	-	-	-	-	-	1 173	100	-
Operational Buildings		400	1 173	-	-	-	-	-	-	1 173	100	-
Municipal Offices		400	1 173	-	-	-	-	-	-	1 173	100	-
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-	-	-
Yards		-	-	-	-	-	-	-	-	-	-	-
Stores		-	-	-	-	-	-	-	-	-	-	-
Laboratories		-	-	-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-	-	-
Depots		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-	-	-
Staff Housing		-	-	-	-	-	-	-	-	-	-	-
Social Housing		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-
Water Rights		-	-	-	-	-	-	-	-	-	-	-
Effluent Licenses		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Licenses		-	-	-	-	-	-	-	-	-	-	-
Computer Software and Applications		-	-	-	-	-	-	-	-	-	-	-
Load Settlement Software Applications		-	-	-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-	-	-
Machinery and Equipment		420	509	-	-	-	-	-	-	509	400	400
Machinery and Equipment		420	509	-	-	-	-	-	-	509	400	400
Transport Assets		-	-	-	-	-	-	-	-	-	-	-
Transport Assets		-	-	-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Total Capital Expenditure on renewal of existing assets to be adjusted	1	14 070	16 015	-	-	-	-	-	-	16 015	17 617	17 117

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

Description	Ref	Budget Year 2018/19								Budget Year +1	Budget Year +2	
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	
		7	8	9	10	11	12	13	14	2019/20	2020/21	
R thousands		A	A1	B	C	D	E	F	G	H		
Repairs and maintenance expenditure by Asset Class/Sub-class												
Infrastructure		14 517	14 384	-	-	-	-	83	83	14 467	14 404	15 098
Roads Infrastructure		5 626	6 155	-	-	-	-	-	-	6 155	4 806	5 095
Roads		4 943	5 323	-	-	-	-	-	-	5 323	4 082	4 327
Road Structures		-	-	-	-	-	-	-	-	-	-	-
Road Furniture		683	833	-	-	-	-	-	-	833	724	768
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Storm water Infrastructure		1 520	1 371	-	-	-	-	-	-	1 371	1 618	1 721
Drainage Collection		463	463	-	-	-	-	-	-	463	492	524
Storm water Conveyance		1 058	908	-	-	-	-	-	-	908	1 126	1 198
Attenuation		-	-	-	-	-	-	-	-	-	-	-
Electrical Infrastructure		2 778	2 139	-	-	-	-	83	83	2 222	2 945	3 122
Power Plants		-	-	-	-	-	-	-	-	-	-	-
HV Substations		615	559	-	-	-	-	-	-	559	652	691
HV Switching Station		-	-	-	-	-	-	-	-	-	-	-
HV Transmission Conductors		-	-	-	-	-	-	-	-	-	-	-
MV Substations		630	508	-	-	-	-	-	-	508	667	707
MV Switching Stations		393	56	-	-	-	-	83	83	139	416	441
MV Networks		377	397	-	-	-	-	-	-	397	400	424
LV Networks		764	619	-	-	-	-	-	-	619	809	858
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Water Supply Infrastructure		2 479	2 252	-	-	-	-	-	-	2 252	2 628	2 785
Dams and Weirs		110	186	-	-	-	-	-	-	186	117	124
Boreholes		165	165	-	-	-	-	-	-	165	175	186
Reservoirs		-	-	-	-	-	-	-	-	-	-	-
Pump Stations		220	110	-	-	-	-	-	-	110	234	248
Water Treatment Works		110	110	-	-	-	-	-	-	110	117	124
Bulk Mains		551	397	-	-	-	-	-	-	397	584	619
Distribution		1 212	1 212	-	-	-	-	-	-	1 212	1 285	1 362
Distribution Points		55	55	-	-	-	-	-	-	55	58	62
PRV Stations		55	17	-	-	-	-	-	-	17	58	62
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Sanitation Infrastructure		2 114	2 467	-	-	-	-	-	-	2 467	2 407	2 375
Pump Station		-	-	-	-	-	-	-	-	-	-	-
Reticalation		791	661	-	-	-	-	-	-	661	838	888
Waste Water Treatment Works		1 323	1 806	-	-	-	-	-	-	1 806	1 569	1 487
Outfall Sewers		-	-	-	-	-	-	-	-	-	-	-
Toilet Facilities		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Landfill Sites		-	-	-	-	-	-	-	-	-	-	-
Waste Transfer Stations		-	-	-	-	-	-	-	-	-	-	-
Waste Processing Facilities		-	-	-	-	-	-	-	-	-	-	-
Waste Drop-off Points		-	-	-	-	-	-	-	-	-	-	-
Waste Separation Facilities		-	-	-	-	-	-	-	-	-	-	-
Electricity Generation Facilities		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Rail Lines		-	-	-	-	-	-	-	-	-	-	-
Rail Structures		-	-	-	-	-	-	-	-	-	-	-
Rail Furniture		-	-	-	-	-	-	-	-	-	-	-
Drainage Collection		-	-	-	-	-	-	-	-	-	-	-
Storm water Conveyance		-	-	-	-	-	-	-	-	-	-	-
Attenuation		-	-	-	-	-	-	-	-	-	-	-
MV Substations		-	-	-	-	-	-	-	-	-	-	-
LV Networks		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Sand Pumps		-	-	-	-	-	-	-	-	-	-	-
Piers		-	-	-	-	-	-	-	-	-	-	-
Revetments		-	-	-	-	-	-	-	-	-	-	-
Promenades		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Data Centres		-	-	-	-	-	-	-	-	-	-	-
Core Layers		-	-	-	-	-	-	-	-	-	-	-
Distribution Layers		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Community Assets		1 385	1 205	-	-	-	-	10	10	1 215	1 468	1 436
Community Facilities		997	847	-	-	-	-	10	10	857	1 057	1 000
Halls		166	177	-	-	-	-	-	-	177	176	187
Centres		-	-	-	-	-	-	-	-	-	-	-
Crèches		74	4	-	-	-	-	-	-	4	78	83
Clinics/Care Centres		-	-	-	-	-	-	-	-	-	-	-
Fire/Ambulance Stations		14	14	-	-	-	-	-	-	14	15	16
Testing Stations		-	-	-	-	-	-	-	-	-	-	-

Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
R thousands												
Museums		-	-	-	-	-	-	-	-	-	-	-
Galleries		-	-	-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-	-	-
Libraries		220	110	-	-	-	-	10	10	120	232	124
Cemeteries/Crematoria		129	78	-	-	-	-	-	-	78	137	145
Police		-	-	-	-	-	-	-	-	-	-	-
Parks		-	-	-	-	-	-	-	-	-	-	-
Public Open Space		107	107	-	-	-	-	-	-	107	114	120
Nature Reserves		-	-	-	-	-	-	-	-	-	-	-
Public Ablution Facilities		277	277	-	-	-	-	-	-	277	296	315
Markets		10	80	-	-	-	-	-	-	80	10	11
Stalls		-	-	-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-	-	-
Airports		-	-	-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		388	358	-	-	-	-	-	-	358	411	436
Indoor Facilities		-	-	-	-	-	-	-	-	-	-	-
Outdoor Facilities		388	358	-	-	-	-	-	-	358	411	436
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Heritage assets		-	-	-	-	-	-	-	-	-	-	-
Monuments		-	-	-	-	-	-	-	-	-	-	-
Historic Buildings		-	-	-	-	-	-	-	-	-	-	-
Works of Art		-	-	-	-	-	-	-	-	-	-	-
Conservation Areas		-	-	-	-	-	-	-	-	-	-	-
Other Heritage		-	-	-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-	-	-
Other assets		802	410	-	-	-	-	-	-	410	850	901
Operational Buildings		649	261	-	-	-	-	-	-	261	688	730
Municipal Offices		649	261	-	-	-	-	-	-	261	688	730
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-	-	-
Yards		-	-	-	-	-	-	-	-	-	-	-
Stores		-	-	-	-	-	-	-	-	-	-	-
Laboratories		-	-	-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-	-	-
Depots		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Housing		152	149	-	-	-	-	-	-	149	161	171
Staff Housing		-	-	-	-	-	-	-	-	-	-	-
Social Housing		152	149	-	-	-	-	-	-	149	161	171
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-
Water Rights		-	-	-	-	-	-	-	-	-	-	-
Effluent Licenses		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Licenses		-	-	-	-	-	-	-	-	-	-	-
Computer Software and Applications		-	-	-	-	-	-	-	-	-	-	-
Load Settlement Software Applications		-	-	-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		365	365	-	-	-	-	-	-	365	387	410
Computer Equipment		365	365	-	-	-	-	-	-	365	387	410
Furniture and Office Equipment		52	37	-	-	-	-	-	-	37	-	-
Furniture and Office Equipment		52	37	-	-	-	-	-	-	37	-	-
Machinery and Equipment		304	304	-	-	-	-	-	-	304	-	-
Machinery and Equipment		304	304	-	-	-	-	-	-	304	-	-
Transport Assets		2 075	1 796	-	-	-	-	-	-	1 796	-	-
Transport Assets		2 075	1 796	-	-	-	-	-	-	1 796	-	-
Land		-	-	-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Total Repairs and Maintenance Expenditure to be adjusted	1	19 500	18 501	-	-	-	-	93	93	18 594	17 109	17 844

WC022 Witzenberg - Supporting Table SB18d Adjustments Budget - depreciation by asset class -

Description	Ref	Budget Year 2018/19								Budget Year +1	Budget Year +2	
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	
		7	8	9	10	11	12	13	14	2019/20	2020/21	
R thousands		A	A1	B	C	D	E	F	G	H		
Depreciation by Asset Class/Sub-class												
Infrastructure		26 302	26 302	-	-	-	-	1 133	1 133	27 436	27 831	30 132
Roads Infrastructure		6 300	6 300	-	-	-	-	-	-	6 300	6 678	7 078
Roads		6 300	6 300	-	-	-	-	-	-	6 300	6 678	7 078
Road Structures									-	-		
Road Furniture									-	-		
Capital Spares									-	-		
Storm water Infrastructure		1 764	1 764	-	-	-	-	-	-	1 764	1 870	1 982
Drainage Collection		1 764	1 764	-	-	-	-	-	-	1 764	1 870	1 982
Storm water Conveyance									-	-		
Attenuation									-	-		
Electrical Infrastructure		3 300	3 300	-	-	-	-	-	-	3 300	3 498	3 708
Power Plants		3 300	3 300	-	-	-	-	-	-	3 300	3 498	3 708
HV Substations									-	-		
HV Switching Station									-	-		
HV Transmission Conductors									-	-		
MV Substations									-	-		
MV Switching Stations									-	-		
MV Networks									-	-		
LV Networks									-	-		
Capital Spares									-	-		
Water Supply Infrastructure		6 379	6 379	-	-	-	-	-	-	6 379	6 412	7 128
Dams and Weirs		6 379	6 379	-	-	-	-	-	-	6 379	6 412	7 128
Boreholes									-	-		
Reservoirs									-	-		
Pump Stations									-	-		
Water Treatment Works									-	-		
Bulk Mains									-	-		
Distribution									-	-		
Distribution Points									-	-		
PRV Stations									-	-		
Capital Spares									-	-		
Sanitation Infrastructure		6 560	6 560	-	-	-	-	-	-	6 560	6 954	7 371
Pump Station		6 560	6 560	-	-	-	-	-	-	6 560	6 954	7 371
Reticulation									-	-		
Waste Water Treatment Works									-	-		
Outfall Sewers									-	-		
Toilet Facilities									-	-		
Capital Spares									-	-		
Solid Waste Infrastructure		2 000	2 000	-	-	-	-	1 133	1 133	3 133	2 420	2 865
Landfill Sites		2 000	2 000	-	-	-	-	1 133	1 133	3 133	2 420	2 865
Waste Transfer Stations									-	-		
Waste Processing Facilities									-	-		
Waste Drop-off Points									-	-		
Waste Separation Facilities									-	-		
Electricity Generation Facilities									-	-		
Capital Spares									-	-		
Rail Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Rail Lines		-	-						-	-	-	-
Rail Structures									-	-		
Rail Furniture									-	-		
Drainage Collection									-	-		
Storm water Conveyance									-	-		
Attenuation									-	-		
MV Substations									-	-		
LV Networks									-	-		
Capital Spares									-	-		
Coastal Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Sand Pumps		-	-						-	-		
Piers									-	-		
Revetments									-	-		
Promenades									-	-		
Capital Spares									-	-		
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-	-	-
Data Centres		-	-						-	-		
Core Layers									-	-		
Distribution Layers									-	-		
Capital Spares									-	-		
Community Assets		3 432	3 432	-	-	-	-	-	-	3 432	3 637	3 856
Community Facilities		1 754	1 754	-	-	-	-	-	-	1 754	1 859	1 971
Halls		1 754	1 754	-	-	-	-	-	-	1 754	1 859	1 971
Centres									-	-		
Crèches									-	-		
Clinics/Care Centres									-	-		
Fire/Ambulance Stations									-	-		
Testing Stations									-	-		

Description	Ref	Budget Year 2018/19									Budget Year +1 2019/20	Budget Year +2 2020/21
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
R thousands												
Museums									-	-		
Galleries									-	-		
Theatres									-	-		
Libraries									-	-		
Cemeteries/Crematoria									-	-	-	-
Police									-	-		
Purfs									-	-		
Public Open Space									-	-		
Nature Reserves									-	-		
Public Ablution Facilities									-	-		
Markets									-	-		
Stalls									-	-		
Abattoirs									-	-		
Airports									-	-		
Taxi Ranks/Bus Terminals									-	-		
Capital Spares									-	-		
Sport and Recreation Facilities		1 678	1 678	-	-	-	-	-	-	1 678	1 778	1 885
Indoor Facilities									-	-		
Outdoor Facilities		1 678	1 678	-	-	-	-	-	-	1 678	1 778	1 885
Capital Spares									-	-		
Heritage assets		-	-	-	-	-	-	-	-	-	-	-
Monuments									-	-		
Historic Buildings									-	-		
Works of Art									-	-		
Conservation Areas									-	-		
Other Heritage									-	-		
Investment properties		626	626	-	-	-	-	-	-	626	663	703
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Improved Property									-	-		
Unimproved Property									-	-		
Non-revenue Generating		626	626	-	-	-	-	-	-	626	663	703
Improved Property		626	626	-	-	-	-	-	-	626	663	703
Unimproved Property									-	-		
Other assets		-	-	-	-	-	-	-	-	-	-	-
Operational Buildings		-	-	-	-	-	-	-	-	-	-	-
Municipal Offices		-	-	-	-	-	-	-	-	-	-	-
Pay/Enquiry Points									-	-		
Building Plan Offices									-	-		
Workshops									-	-		
Yards									-	-		
Stores									-	-		
Laboratories									-	-		
Training Centres									-	-		
Manufacturing Plant									-	-		
Depots									-	-		
Capital Spares									-	-		
Housing		-	-	-	-	-	-	-	-	-	-	-
Staff Housing									-	-		
Social Housing									-	-		
Capital Spares									-	-		
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets									-	-		
Intangible Assets		336	336	-	-	-	-	-	-	336	356	377
Servitudes									-	-		
Licences and Rights		336	336	-	-	-	-	-	-	336	356	377
Water Rights									-	-		
Effluent Licenses									-	-		
Solid Waste Licenses									-	-		
Computer Software and Applications		336	336	-	-	-	-	-	-	336	356	377
Load Settlement Software Applications									-	-		
Unspecified									-	-		
Computer Equipment		2 170	2 170	-	-	-	-	-	-	2 170	2 300	2 438
Computer Equipment		2 170	2 170	-	-	-	-	-	-	2 170	2 300	2 438
Furniture and Office Equipment		519	519	-	-	-	-	-	-	519	550	583
Furniture and Office Equipment		519	519	-	-	-	-	-	-	519	550	583
Machinery and Equipment		1 270	1 270	-	-	-	-	-	-	1 270	1 346	1 427
Machinery and Equipment		1 270	1 270	-	-	-	-	-	-	1 270	1 346	1 427
Transport Assets		8 377	8 377	-	-	-	-	-	-	8 377	8 880	9 413
Transport Assets		8 377	8 377	-	-	-	-	-	-	8 377	8 880	9 413
Land		-	-	-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals									-	-		
Total Depreciation to be adjusted	1	43 032	43 032	-	-	-	-	1 133	1 133	44 165	45 565	48 930

WC022 Witzenberg - Adjustments Budget - capital expenditure on upgrading of existing assets by asset class -

Description		Ref	Budget Year 2018/19								Budget Year +1	Budget Year +2	
			Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	
R thousands			A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
Capital expenditure on upgrading of existing assets by Asset Class/Sub-class													
Infrastructure			9 097	9 097	-	-	-	-	(613)	(613)	8 484	20 917	7 948
Roads Infrastructure			3 147	3 147	-	-	-	-	(613)	(613)	2 534	14 878	2 609
Roads			3 147	3 147	-	-	-	-	(613)	(613)	2 534	13 478	2 609
Road Structures			-	-	-	-	-	-	-	-	-	1 400	-
Road Furniture			-	-	-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-	-	-
Storm water Infrastructure			300	300	-	-	-	-	-	-	300	450	450
Drainage Collection			-	-	-	-	-	-	-	-	-	-	-
Storm water Conveyance			300	300	-	-	-	-	-	-	300	450	450
Attenuation			-	-	-	-	-	-	-	-	-	-	-
Electrical Infrastructure			5 650	5 650	-	-	-	-	-	-	5 650	3 850	3 150
Power Plants			-	-	-	-	-	-	-	-	-	-	-
HV Substations			-	-	-	-	-	-	-	-	-	-	-
HV Switching Station			-	-	-	-	-	-	-	-	-	-	-
HV Transmission Conductors			-	-	-	-	-	-	-	-	-	-	-
MV Substations			-	-	-	-	-	-	-	-	-	-	-
MV Switching Stations			-	-	-	-	-	-	-	-	-	-	-
MV Networks			5 300	5 300	-	-	-	-	-	-	5 300	3 500	2 800
LV Networks			350	350	-	-	-	-	-	-	350	350	350
Capital Spares			-	-	-	-	-	-	-	-	-	-	-
Water Supply Infrastructure			-	-	-	-	-	-	-	-	-	1 739	1 739
Dams and Weirs			-	-	-	-	-	-	-	-	-	-	-
Boreholes			-	-	-	-	-	-	-	-	-	-	-
Reservoirs			-	-	-	-	-	-	-	-	-	-	-
Pump Stations			-	-	-	-	-	-	-	-	-	-	-
Water Treatment Works			-	-	-	-	-	-	-	-	-	-	-
Bulk Mains			-	-	-	-	-	-	-	-	-	-	-
Distribution			-	-	-	-	-	-	-	-	-	1 739	1 739
Distribution Points			-	-	-	-	-	-	-	-	-	-	-
PRV Stations			-	-	-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-	-	-
Sanitation Infrastructure			-	-	-	-	-	-	-	-	-	-	-
Pump Station			-	-	-	-	-	-	-	-	-	-	-
Reticulation			-	-	-	-	-	-	-	-	-	-	-
Waste Water Treatment Works			-	-	-	-	-	-	-	-	-	-	-
Outfall Sewers			-	-	-	-	-	-	-	-	-	-	-
Toilet Facilities			-	-	-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure			-	-	-	-	-	-	-	-	-	-	-
Landfill Sites			-	-	-	-	-	-	-	-	-	-	-
Waste Transfer Stations			-	-	-	-	-	-	-	-	-	-	-
Waste Processing Facilities			-	-	-	-	-	-	-	-	-	-	-
Waste Drop-off Points			-	-	-	-	-	-	-	-	-	-	-
Waste Separation Facilities			-	-	-	-	-	-	-	-	-	-	-
Electricity Generation Facilities			-	-	-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-	-	-
Rail Infrastructure			-	-	-	-	-	-	-	-	-	-	-
Rail Lines			-	-	-	-	-	-	-	-	-	-	-
Rail Structures			-	-	-	-	-	-	-	-	-	-	-
Rail Furniture			-	-	-	-	-	-	-	-	-	-	-
Drainage Collection			-	-	-	-	-	-	-	-	-	-	-
Storm water Conveyance			-	-	-	-	-	-	-	-	-	-	-
Attenuation			-	-	-	-	-	-	-	-	-	-	-
MV Substations			-	-	-	-	-	-	-	-	-	-	-
LV Networks			-	-	-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-	-	-
Coastal Infrastructure			-	-	-	-	-	-	-	-	-	-	-
Sand Pumps			-	-	-	-	-	-	-	-	-	-	-
Piers			-	-	-	-	-	-	-	-	-	-	-
Revetments			-	-	-	-	-	-	-	-	-	-	-
Promenades			-	-	-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure			-	-	-	-	-	-	-	-	-	-	-
Data Centres			-	-	-	-	-	-	-	-	-	-	-
Core Layers			-	-	-	-	-	-	-	-	-	-	-
Distribution Layers			-	-	-	-	-	-	-	-	-	-	-
Capital Spares			-	-	-	-	-	-	-	-	-	-	-

Description	Ref	Budget Year 2018/19									Budget Year +1	Budget Year +2
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H		
R thousands												
Community Assets		1 050	1 245	-	-	-	-	(439)	(439)	806	3 599	600
Community Facilities		400	400	-	-	-	-	(400)	(400)	0	50	200
Halls		-	-	-	-	-	-	-	-	-	50	200
Centres		-	-	-	-	-	-	-	-	-	-	-
Crèches		-	-	-	-	-	-	-	-	-	-	-
Clinics/Care Centres		-	-	-	-	-	-	-	-	-	-	-
Fire/Ambulance Stations		-	-	-	-	-	-	-	-	-	-	-
Testing Stations		-	-	-	-	-	-	-	-	-	-	-
Museums		-	-	-	-	-	-	-	-	-	-	-
Galleries		-	-	-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-	-	-
Libraries		400	400	-	-	-	-	(400)	(400)	0	-	-
Cemeteries/Crematoria		-	-	-	-	-	-	-	-	-	-	-
Police		-	-	-	-	-	-	-	-	-	-	-
Parks		-	-	-	-	-	-	-	-	-	-	-
Public Open Space		-	-	-	-	-	-	-	-	-	-	-
Nature Reserves		-	-	-	-	-	-	-	-	-	-	-
Public Ablution Facilities		-	-	-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-	-	-
Stalls		-	-	-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-	-	-
Airports		-	-	-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		650	845	-	-	-	-	(39)	(39)	806	3 549	400
Indoor Facilities		-	-	-	-	-	-	-	-	-	-	-
Outdoor Facilities		650	845	-	-	-	-	(39)	(39)	806	3 549	400
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Heritage assets		-	-	-	-	-	-	-	-	-	-	-
Monuments		-	-	-	-	-	-	-	-	-	-	-
Historic Buildings		-	-	-	-	-	-	-	-	-	-	-
Works of Art		-	-	-	-	-	-	-	-	-	-	-
Conservation Areas		-	-	-	-	-	-	-	-	-	-	-
Other Heritage		-	-	-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-	-	-
Other assets		900	1 000	-	-	-	-	-	-	1 000	600	1 650
Operational Buildings		900	1 000	-	-	-	-	-	-	1 000	600	1 650
Municipal Offices		-	-	-	-	-	-	-	-	-	-	-
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-	-	-
Yards		900	1 000	-	-	-	-	-	-	1 000	600	1 650
Stores		-	-	-	-	-	-	-	-	-	-	-
Laboratories		-	-	-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-	-	-
Depots		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-	-	-
Staff Housing		-	-	-	-	-	-	-	-	-	-	-
Social Housing		-	-	-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-	-	-
Servitudes		-	-	-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-	-	-
Water Rights		-	-	-	-	-	-	-	-	-	-	-
Effluent Licenses		-	-	-	-	-	-	-	-	-	-	-
Solid Waste Licenses		-	-	-	-	-	-	-	-	-	-	-
Computer Software and Applications		-	-	-	-	-	-	-	-	-	-	-
Load Settlement Software Applications		-	-	-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-	-	-	-	-	-
Transport Assets		-	-	-	-	-	-	-	-	-	-	-
Transport Assets		-	-	-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-	-	-
Total Capital Expenditure on upgrading of existing assets to be adjusted	1	11 047	11 342	-	-	-	-	(1 052)	(1 052)	10 290	25 116	10 198

WC022 Witzenberg - Supporting Table SB20 Not required -

[illegible]

Reference/Verwysing/iRef: 17/4/1/2/2/2
Enquiries/Navrae/Imibuzo: E Lintnaar

12 March 2018

Department of Rural Development and Land Reform
14 Long Street
CAPE TOWN
8001

Attention: Mr Jimmy Freysen

Sir

APPLICATION FOR FUNDING: THE UPGRADING OF AN OPEN GRAVEL STORM WATER CHANNEL TO AN UNDERGROUND PIPE SYSTEM, PINE VALLEY, WOLSELEY.

1. PROJECT NAME: Pine Valley, Wolseley Upgrading of Bulk Storm water Channel
2. DESCRIPTION: The upgrading of an open gravel storm water channel to an underground pipe system.
3. MOTIVATION:
 - a. The Pine Valley Phase 2B development borders onto the existing Pine Valley development within the town of Wolseley, which falls under Witzenberg Municipality. The development was completed in 2015 and consists of 158 erven which include a church site and a crèche site.
 - b. Minor storm system – The internal stormwater network cater for the minor storm system and is designed to accommodate the 1:5 year storm event. The network consists of surfaced roads with kerbs and an underground pipe network.
 - c. Major storm system – In the event of a larger storm than the 1:5 year the road network will cater as a major stormwater network discharging in an open gravel channel which is designed to cater for the 1:100 storm event.
 - d. The open gravel channel than discharge into a marsh land adjacent to the Kluitjieskraal settlement, which is a DRDLR initiative. Stormwater from the Kluitjieskraal settlement also discharge into this marsh land.
 - e. Since the Pine Valley Phase 2B development was established the open gravel channel gave rise to unhealthy living conditions as it was used as a dumping place by residents. Mainly household refuse and raw sewerage is being dumped in the channel.

Kindly address all correspondence to the Municipal Manager / Rig asseblief alle korrespondensie aan die Munisipale Bestuurder / Yonke imbalelwano mayithuyelwe kuMlawuli kaMasipala

Vision: A united, integrated, prosperous municipality, progressively free of poverty and dependency
Visie: 'n Verenigde, geïntegreerde, welvarende munisipaliteit, toenemend vry van armoede en afhanklikheid
Imbono yethu: Umasipala omanyeneyo, oyondeleneyo, onentlutha othi rhoa uzikhulule endlaleni nokuxhomekeka



5. UPGRADING REQUIREMENTS

- Install prefabricated portal culverts 1500mm x 450mm – 475 meters
- Construct manholes
- Construct headwalls

Span	Height	Slope	Flow Ratio	Manning	Flow	Velocity
mm	mm	m/m			l/s	m/s
1500	450	0.0174	0.8	0.014	1983	3.7

6. BUDGET REQUIREMENTS

(Refer to attached Cost Estimate)

Costs applicable to the upgrading of the open gravel storm water channel to an underground pipe system, excluding Vat:

Professional fees - R 352 687.19
Construction Cost - R 2 351 247.90

7. FUNDING REQUESTED

Pine Valley, Wolseley Upgrading of Bulk Storm water Channel; Construction Cost
- R 2 703 935.09 including 15% Vat.

Yours sincerely,

J. BARNARD
DIRECTOR: TECHNICAL SERVICES



rural development & land reform

Department:
Rural Development and Land Reform
REPUBLIC OF SOUTH AFRICA

PROVINCIAL SHARED SERVICE CENTRE: WESTERN CAPE, 14 LONG STREET, CAPE TOWN, 8000
PRIVATE BAG X9159. CAPE TOWN. 8000 TEL: 021 409 0300 WEB: www.drdlr.gov.za

Our Ref: 15/2/1 – WC/RID/2/D/15
Your Ref: 17/4/1/2/2/2

Director for Technical Services
Witzenberg Municipality
P O Box 44
CERES
6835

Attention: Mr J BARNARD

Dear Sir

RE: APPLICATION FOR FUNDING: THE UPGRADING OF AN OPEN GRAVEL STORMWATER CHANNEL TO AN UNDERGROUND SYSTEM, PINE VALLEY, WOLSELEY

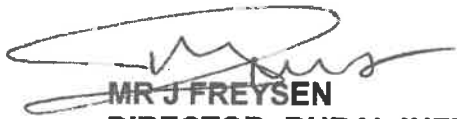
Your letter dated 12 March 2018 refers.

It is with great pleasure that I hereby inform you that your application for funding in the amount of R3 000 000 for the upgrading of the storm water system in Pine Valley, has been approved subject to the following already agreed conditions.

- a) Your municipality will co-implement this project in accordance with the attached agreement (to be signed by your Municipal Manager);
- b) Your municipality will provide the funding and resources to ensure that this project is properly designed, planned and implemented. In this regard your Municipality will appoint, with immediate effect, the Consultant to do the afore-mentioned;
- c) On completion of this project the asset will be handed over to you to assume responsibility for the maintenance.

Accordingly and in light of the above, you are requested to ensure that the attached Memorandum of Understanding is signed by your Municipal Manager and returned to us with a Council Resolution. You are further requested to furnish the Project manager for this project, Mr M Nodliwa of our Department with the details of the appointed consultant that will be responsible for the design, planning and oversight of this project.

Yours faithfully



MR J FREYSEN

DIRECTOR: RURAL INFRASTRUCTURE DEVELOPMENT

DATE: 24/1/2019

WITZENBERG

MUNISIPALITEIT

UMASIPALA

MUNICIPALITY

- MEMORANDUM -

AAN / TO: Municipal Manager
Committee for Technical Services

VAN / FROM: Director: Technical Services

DATUM / DATE: 21 November 2018

VERW. / REF.: 15/4/P

POLICY: DEVELOPMENT CHARGES

1. Reference

The following Policy document titled "WITZENBERG MUNICIPALITY DEVELOPMENT CHARGES POLICY", revision 00 refers.

2. Background

Municipalities face a growing need to invest in infrastructure to support both economic growth, ensure universal access to services and renew or refurbish existing infrastructure assets.

Development charges (DCs) are one important source of municipal infrastructure finance. They are a once-off capital payment made by developers, on approval of a land development application submitted to a municipality, to cover the costs of providing bulk engineering services to service new development. DCs have been applied in South Africa for decades, in different forms and using different names. They have not however been applied consistently or in a transparent manner. It is the intention of the new DC legislation to increase the amount and the predictability of DC revenue, to provide both municipalities and developers with more certainty and assurance that the costs of infrastructure are covered by its users. Because DCs are payable at a single point in the development of a property the incidence of the payment is also immediately apparent: the developer pays and, to the extent that the market permits, the developer will pass on these costs to the purchaser of the properties that are sold on.

Service requirements of a development, particularly larger subdivisions, can be substantial, and involve a number of Departments. Given the extensive nature of these requirements, and the application of many legal, policy and guideline frameworks, a more easily compressed document allow the Service Departments to apply the relevant conditions. However, these standard conditions must be adequately and clearly communicated to developers.

3. Purpose of this policy

National Treasury compiled guidelines to assist municipalities with the drafting of their own DC policies and bylaws, as well as setting up their own internal processes to implement DCs. The guideline therefore complements the legislation in creating an environment of certainty, both for municipal

infrastructure finance, and for the development community through DCs being managed in a predictable and certain manner. In so doing, unnecessary disputes, litigation and other hindrances to growth and development will be minimised. In addition, by targeting the users of infrastructure, rather than the municipality's ratepayers in general, the new legislation promotes fairness and equity. This guideline strengthens municipal capability to achieve these objectives.

This guideline has been prepared by the National Treasury following a local and international review of best practice and in consultation with municipal officials, provincial officials, national government departments and the South African Local Government Association (SALGA).

The objectives of the policy

- Enable municipalities to provide capital infrastructure assets in a timely and sufficient manner to facilitate land development;
- Cover the costs of existing and new infrastructure capacity to meet the demand resulting from growth, provided this is not funded through other means; and
- Complement other sources of capital finance available to municipalities to ensure financial sustainability.

Attached please find the **WITZENBERG DEVELOPMENT CHARGES POLICY** and the **SERVICES AGREEMENT FOR PRIVATE RESIDENTIAL TOWNSHIP DEVELOPMENT**

Administrative Processes:

Steps

Responsibility

Comment

1. Policy and legislative process



Planning / Engineering / Finance

Legal / Planning

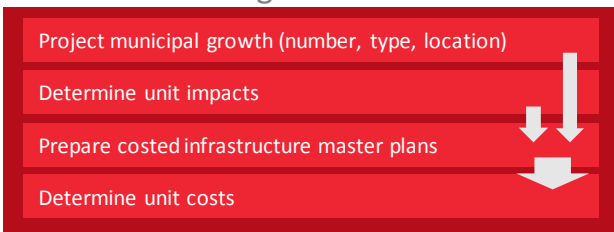
Council

Council

Legal / Engineering

Includes required public participation procedures

2. Growth costing



Planning / IDP office

Engineering

Engineering

Engineering

As part of IDP and SDF process

3. Budgeting



Finance

4. Publication

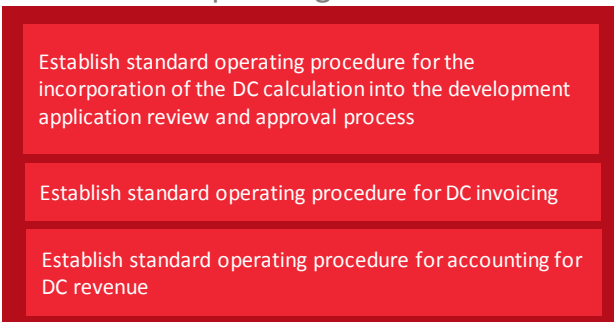


Council

Finance

Finance / Planning

4. Standard Operating Procedures



Planning / Engineering

Finance

Finance

Includes establishing staffing capacity and electronic systems

4. Recommendation

- *That the Development Charges Policy revision 00 be adopted as a Policy document by Council.*
- *That the Services Agreement for Private Residential Township Development be adopted as a policy document by Council.*

J F BARNARD
DIRECTOR: TECHNICAL SERVICES



WITZENBERG MUNICIPALITY

DEVELOPMENT CHARGES POLICY

DOCUMENT VERSION CONTROL

This Document:	Current Revision	Current Date:
Approved by council	00	??

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1. DEFINITIONS

- 1.1. All terms used in this policy have the meanings given to them in the relevant national legislation.
- 1.2. 'The Act' means the Municipal Fiscal Powers and Functions Act, Act 12 of 2007, as amended.

2. INTRODUCTION

- 2.1 This policy is approved by the municipal council in accordance with section 9B of the Act.
- 2.2 From the date of approval of this policy any previous policies relating to development charges or similar instruments fall away and are replaced by this policy.

3. FUNDAMENTAL PRINCIPLES GUIDING DEVELOPMENT CHARGES IN THE MUNICIPALITY

- 3.1 The following principles apply to the implementation of this policy in the municipal area and must be taken into account by all decision-makers exercising discretion in relation to development charges.
 - 3.1.1 **Equity.** Developers and land use applicants should pay their fair share, on the same basis and according to the same rules. Similar land uses should be treated similarly.
 - 3.1.2 **Fairness.** Only those who benefit from a product or service should pay for it, in proportion to the value they derive from it. Existing residents should not benefit from a new development at the cost of a developer. Nor should a developer benefit at the cost of existing residents. There should not be duplication in the recovery of the capital cost of infrastructure from more than one funding source.
 - 3.1.3 **Reasonableness.** There must be a rational connection between the charge, the cost of bulk services and the relative impact of a development on those bulk services. Charges should be calculated based on the estimated cost of infrastructure to support growth, apportioned to each unit of growth relative to the benefit that each such unit derives. Development charges are intended to recover the infrastructure costs incurred and to be incurred because of growth; they are not a form of taxation
 - 3.1.4 **Predictability.** Development charges should be a predictable, legally certain and reliable source of revenue to the municipality for providing external engineering services, and a predictable cost to developers.
 - 3.1.5 **Certainty.** Development charges revenue should be dedicated only to the purpose for which it was raised, so municipalities must disclose the amounts collected and how the revenue is spent. If developers pay the development charges, then they are entitled to the timeous provision of the bulk services the municipality is obliged to provide
 - 3.1.6 **Administrative efficiency.** The determination, calculation and operation of development charges should be administratively simple and transparent.

4. OBJECTIVES

- 4.1 The municipality requires the payment of development charges in order to cover the costs of municipal bulk external infrastructure required to accommodate increased demand for such infrastructure that arises from intensified land use and recover the cost of mutually installed bulk services.
- 4.2 The municipality will use the revenue from development charges to increase municipal bulk external infrastructure supply to support growth and development in the municipal area.

5. MUNICIPAL STAKEHOLDERS

- 5.1 The municipality's development charges system is of direct interest to property owners and land developers in the municipal area. It is also important for public sector bodies responsible for infrastructure and services provision, at municipal, provincial and national spheres.
- 5.2 All land development decisions in the municipal area are made by the Municipal Planning Tribunal.
- 5.3 The following stakeholders have been formally consulted in the preparation of this municipal policy:
 - 5.3.1 ...
 - 5.3.2 ...

6. LEGISLATIVE FRAMEWORK

- 6.1 This section of the policy summarises the relevant provisions of the applicable legislation
 - 6.1.1 The Constitution. In terms of section 156(1) of the Constitution municipalities have executive authority in respect of, and the right to administer the local government matters listed in part B of Schedule 4 and part B of Schedule 5 and any other matter assigned to it by national or provincial legislation, which includes municipal planning, storm water management, water and sanitation, cleansing, local amenities, park and recreation, municipal roads, public places, refuse removal, electricity and solid waste disposal. Section 229 of the Constitution then provides that municipalities may impose rates on property and surcharges on fees for services provided by or on behalf of the municipality; and if authorised by national legislation, other taxes, levies and duties appropriate to local government or to the category of local government into which that municipality falls, but no municipality may impose income tax, value-added tax, general sales tax or customs duty. This enables municipalities to receive money to fund their obligations. It also provides that when a municipality imposes rates on property, surcharges on fees for services provided by or on behalf of the municipality, or other taxes, levies or duties, it may not be exercised in a way that materially and unreasonably prejudices national economic policies, economic activities across municipal boundaries, or the national mobility of goods, services, capital or labour; and may be regulated by national legislation.

- 6.1.2 SPLUMA. In terms of section 49, an applicant is responsible for the provision and installation of internal and link engineering services and a municipality is responsible for the provision of external engineering services. In section 40(7) SPLUMA provides that a municipal planning tribunal may in the approval of any application, impose any reasonable conditions, including conditions related to the provision of engineering services and the payment of any DCs. The municipality has enacted a Municipal Planning Bylaw that prescribes the manner in which applications for land development must be submitted and processed.
- 6.1.3 Municipal Fiscal Powers and Functions Act. The MFPFA establishes the power for municipalities to levy DCs to cover the cost of bulk infrastructure required to service additional land development. The Act empowers municipalities to withhold approvals or clearances for non-payment of DCs. It sets out the permissible uses of income from DCs and establishes the principles for the calculation of DCs. All municipalities are required to have a by-law that describes how that municipality intends to levy DCs. Municipalities that charge DCs are required to do so in terms of a municipal DC policy, with a set of minimum content and public participation requirements. An engineering services agreement is required to be concluded where bulk infrastructure is required to be installed, either by the municipality or by the developer that covers, inter alia, the nature, timing and standards for the infrastructure. Where developers install engineering services instead of payment of DCs, which must be approved by the Director: Technical Services, the Act regulates how this is procured, how the value is ascertained and how this value is offset against the development charge or, in particular cases, reimbursed to the developer. A municipality may only subsidise DCs in terms of its DC policy, but must calculate the development charge as if it were payable in all cases. The Act also describes the financial management and reporting requirements to be followed in accounting for DCs.

7. DEVELOPMENT CHARGES APPLICATION

- 7.2.1 Development charges will be levied through the land development approval process; thus the charge will be imposed by the local municipality as a condition of a land development approval given by the Municipal Planning Tribunal.
- 7.2.2 Where the Municipal Planning Tribunal approves a land development application that gives rise to a more intensive use of land then it must obtain a determination from the municipality of the development charge liability and impose that as a condition to the approval.
- 7.2.3 The Municipal Manager will provide the Municipal Planning Tribunal with a determination of the development charges liability for a land development application, in writing, two weeks before the scheduled date for the Tribunal's hearing of that application.

8. SCOPE OF DEVELOPMENT CHARGES:

8.1 The municipality will determine a development charges liability for each of the following engineering services that is provided by the municipality:

- Water
- Sewerage / Sanitation
- Electricity
- Municipal roads
- Storm water
- Solid Waste

8.2 The municipality will not determine a development charges liability for any other engineering service.

9. CALCULATION OF DEVELOPMENT CHARGES

9.1 Land development applications that give rise to Development Charges

9.2 Changes in land use or zoning give rise to a Development Charge where there is intensified utilisation of the land and resultant increase in loading on the infrastructure. Development Charges will be imposed on all these applications where the municipality is requested to approve a development application in terms of the applicable land use or planning legislation.

9.3 For the purposes of the interpretation of this section the following definitions apply:

- a) Coverage means the total area of a land unit that may be covered by buildings, expressed as a percentage of the area of such land unit, and shall include all roofed areas; provided that the following portions of buildings shall be disregarded in the calculation of coverage:
 - (i) patio, entrance steps and landings;
 - (ii) open balconies and retractable awnings;
 - (iii) cornices, chimney breasts, pergolas, flower boxes, water pipes, drain pipes and minor decorative features not projecting more than 500 mm from the wall of the building;
 - (iv) eaves not projecting more than 1 m from the wall of the building; and
 - (v) a basement, provided that the finished level of the top of the basement roof slab does not project above the existing ground level.

- b) Gross Leasable Area (GLA) means the area of a building designed for, or capable of, occupancy and/or control by tenants, measured from the centre line of joint partitions to the inside finished surface of the outside walls, and shall exclude the following:
- (i) all exclusions from the definition of floor space; (ii) toilets;
 - (iii) lift shafts, service ducts, vertical penetrations of floors;
 - (iv) lift motor rooms and rooms for other mechanical equipment required for the proper functioning of the building;
 - (v) areas reasonably used in connection with the cleaning, maintenance and care of the building, excluding dwelling units for caretakers, supervisors, cleaners or maintenance staff; and
 - (vi) interior parking and loading bays.
- c) Floor space means the area of a floor which is covered by a slab, roof or projection, provided that:
- (i) any area, including a basement, which is reserved solely for parking or loading of vehicles shall be excluded;
 - (ii) external entrance steps and landings, any canopy, any stoep and any area required for external fire escapes shall be excluded;
 - (iii) a projection including a projection of eaves, and a projection which acts as a sunscreen or an architectural feature, which projection does not exceed 1 m beyond the exterior wall or similar support, shall be excluded;
 - (iv) any uncovered internal courtyard, light well or other uncovered shaft which has an area in excess of 10 m² shall be excluded;
 - (v) any covered paved area outside and immediately adjoining a building at or below the ground floor level, where such paved area is part of a forecourt, yard, external courtyard, pedestrian walkway, parking area or vehicular access, and which is permanently open to the elements on at least the front or long side, shall be excluded;
 - (vi) any covered balcony, veranda or terrace which, apart from protective railings, is permanently open to the elements on at least the front or long side, and which does not exceed 2,5 m in width, shall be excluded;
 - (vii) subject to subsection (viii) below, any stairs, stairwells and atriums that are covered by a roof shall be included;
 - (viii) in the case of multi-level buildings, any stairwells, lift wells, light wells or other wells, and any atrium, shall only be counted once; and provided further that:

floor space shall be measured from the outer face of the exterior walls or similar supports of such building, and where the building consists of more than one level, the total floor space shall be the sum of the floor space of all the levels, including that of basements.

The electricity demand shall be calculated by a registered engineering professional

9.4 Development Charges apply

Development Charges apply to the following application types:

- a) Rezoning applications:
 - (i) Rezoning's to sub divisional area or equivalent zoning that enables rezoning and simultaneous subdivision of the land and which is typically required for new development or urban infill development;
 - (ii) Rezoning of land from one zone to another in order to change the permitted land uses on the site; and
 - (iii) Rezoning's from one subzone to another in order to increase the permitted floor space.
- b) Subdivision applications where the number of dwelling units increases as a result of the subdivision, or where the subdivision application results in the increase of floor space or GLA.
- c) Permanent departure applications:
 - (i) Applications to increase the permitted Floor Space, GLA, number of occupants or number of rooms; and
 - (ii) Applications to increase permitted Coverage.
- d) Consent use applications (in terms of the Zoning Scheme) where the change in land use is deemed by the municipality to result in additional utilisation of infrastructure.
- e) Any application for the amendment of conditions of a previous approval where the condition limited the land use, Floor Space, GLA or Coverage.

9.5 Development Charges do not apply

Development Charges will not apply to the following land development applications, which are deemed to have no significant impact on provision of external infrastructure:

- a) Rezoning applications to a less intensive zone, i.e. where one land use (primary or consent use) is replaced by a different land use with similar or lesser infrastructure utilisation impacts for all services.
- b) Subdivision applications where no additional development rights are created or which do not result in additional loading onto external infrastructure.
- c) Permanent departure applications for building lines or height or other similar parameters, which do not lead to an intensification of land use.
- d) Temporary departure applications where rights are granted on a temporary basis: provided that,

- (i) Temporary departures may only be granted if the infrastructure impact of the temporary use is the same or less than the existing use; and
- (ii) If the municipality does not have sufficient spare capacity available to accommodate the application for the temporary departure it will not be approved.
- e) Consolidation applications that are not accompanied by rezoning or additional rights application.

Consent use applications which have a similar or lesser impact on infrastructure utilisation than previous rights applicable to the property.

- f) Applications to change land use to one of the following land uses, up to the extent indicated and using the definitions set out in this policy:
 - (i) early childhood development centre up to 34 children per erf; (ii) home occupation up to 50m2 per erf;
 - (iii) home child care up to six children per erf; (iv) house shop up to 50m2 per erf;
 - (v) second dwelling up to 60m2 per erf; and
 - (vi) bed and breakfast establishment up to the first three bedrooms of an existing dwelling.

The above will not apply, should the demand on the Municipal services increase.

- 9.6 Development charges for a particular engineering service are calculated based on the basis that the development charge is equal to the additional impact multiplied by the unit cost.
- 9.7 The total development charge for any land development application is the sum of the amounts calculated for each of the applicable engineering services.
- 9.8 The additional impact is the difference between the impact of the proposed land use rights and the existing land use rights, which is calculated by multiplying the number of units of land use rights being applied for by standard, predetermined unit impacts for every land use.
- 9.9 The unit cost for an engineering service is defined in the Regulations issued in terms of the Act as the cost of the infrastructure required to service the expected demand arising from growth, divided by that demand.

- 9.10 The municipality has designated engineering service zones as follows:

- 9.10.1 All Services Zones (Whole of Witzenberg)
- 9.10.2 Op-Die-Berg (Electricity supplied by Eskom)
- 9.10.3 Prince Alfred Hamlet (Electricity supplied by Eskom)
- 9.10.4 Bella Vista
- 9.10.5 Ceres
- 9.10.6 Nduli/Vredebes
- 9.10.7 Wolseley
- 9.10.8 Tulbagh

- 9.11 Methodology for calculation of unit costs:

- 9.11.1 The municipality will calculate the unit cost per engineering service, in the manner prescribed by the Minister, to include all land costs, professional fees, materials, labour and reasonable costs of construction, and any other costs prescribed by the Minister.

- 9.11.2 In relation to infrastructure costing the municipality will list all projects or programmes to be implemented by the municipality for each engineering service over a period of 10 years in a table and estimate the total capital costs for each.
- 9.11.3 The total capital cost for each engineering service will be reduced to include only those costs relating to additional land development in the municipality.
- 9.11.4 The unit costs for each engineering service will be calculated as the capital cost attributable to additional land development, divided by the growth in units of demand over the 10-year period.
- 9.11.5 The unit cost for each engineering service will be adjusted on an annual basis during the budget preparation process referred to in section 21 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003), to take account of inflationary impacts, and the adjusted unit costs will be published within two months of approving the municipal budget; and
- 9.11.6 The unit cost for each engineering service will be re-calculated at least every five years (unless a longer period is approved by the Minister), to take into account the current and planned capacity for each engineering service at the date of re-calculation, and any other relevant factors.

10. STANDARD UNIT IMPACTS

- 10.2.1 The impact of a land development is calculated as the difference between the impact on an engineering service of the authorised land use at the date of the land development application, and demand according to the Municipal standard development conditions and that of the land use proposed, provided that the minimum impact is zero.
- 10.2.2 The standard unit impacts that will be used in the municipality are set as per Annexure 1.

11. ADMINISTRATIVE PROCESS

In order to implement this policy the following implementation procedures will apply and have to be prescribed in the appropriate by-law:

11.1 Information required from the developer to calculate Development Charges

In terms of the applicable legislation, the municipality may require from the developer any information necessary for it to evaluate an application. This includes information that will enable it to calculate the required Development Charge. These details, however, will vary according to the type of land use change envisaged as well as the scale of the proposed project.

11.2 Application procedure

11.2.1 Land development applications, according to the Municipal standard development conditions must be submitted to the Technical Department. The applicant will be informed at this stage that Development Charges may have to be paid and will be assisted by the municipality in understanding what would constitute bulk and link external engineering services in the context of the particular development.

11.2.2 The full application must be circulated for comment to:

- a) Electricity Services; (the implementation of renewable energy and energy efficiency will not influence the demand figure of the developments)
- b) Finance;
- c) Town Planning and Building Control;
- d) Solid Waste Management;
- e) Streets and Storm water;
- f) Water & Sewerage

11.2.3 A Department may impose conditions relating to the development and, in particular, conditions relating to Development Charges which must include conditions relating to the time periods within which payment or payments must be made. Such DC charges must be paid up front.

11.2.4 The limitations to the scale of permitted development, which were used to calculate the Development Charge, must be clearly set out.

- 11.2.5 Should a developer in future wish to acquire additional development rights over and above those already approved, a new application will be required in terms of the applicable planning legislation and the Development Charges liability must be recalculated.
- 11.2.6 The final Development Charges must be reflected in the calculation and form part of the conditions to be approved.
- 11.2.7 The conditions of the relevant department must be included in the final conditions of approval that are approved in terms of the applicable land use or planning legislation.
- 11.2.8 The final approval of the conditions will be binding in terms of the relevant land use or planning legislation. Section 51 of SPLUMA allows an appeal relating to land development applications to the Municipal Manager.

12. PAYMENT OF DEVELOPMENT CHARGES

- 12.1 Payment of development charges is due at the payment points set out in the conditions of the land development approval granted by Witzenberg Municipality.
- 12.2 The developer is responsible for the payment of the development charges because the amount payable is calculated on the basis of the cost of external bulk engineering services required to support the land use changes for which the developer applied.
- 12.3 Payment may be made in tranches, provided that the municipality gives its approval in writing and specifies the amounts to be payable at specific payment points and any related conditions.
- 12.4 Payment must be made by electronic funds transfer into the account specified by the municipality.
- 12.5 The municipality will issue receipts for all payments received and will record each payment made in the municipal accounts.
- 12.6 Where the developer opts not to proceed with development the municipality shall only refund any development charges received where the permitted land use change is reversed to reflect the permitted land use applicable before the land development application was made and all professional and administrative costs relating to this reversal of the permitted land use shall be borne by the developer.

13. INSTALLATION OF EXTERNAL ENGINEERING SERVICES TO OFFSET THE PAYMENT OF DEVELOPMENT CHARGES

- 13.1 The municipality may agree in writing that a developer installs all or part of the external engineering services, the value of which will be set off against the applicable development charge.
- 13.2 Where there is such an Engineering Services Agreement to install all or part of the external engineering services the terms of that agreement will be in compliance with the Act and other relevant legislation.
- 13.3 The agreement will stipulate the manner in which the value of the installed engineering services will be valued so that the amount of development charges payable can be reduced accordingly.

14. SUBSIDIES

14.1 Exemptions from Development Charges may only be granted by the municipality if it:

- a) does so in accordance with a Council approved policy or Council resolution that complies with the requirements of national legislation and policy dealing with Development Charges, and which:
- (i) may exempt specified categories of land use or specified geographical areas or a combination of both; and
- (ii) may not specify individual developers or properties.
- b) A Council approved policy or Council resolution allowing for exemption from Development

14.2 Charges liability must:

- (i) calculate the full liability for Development Charges that would otherwise have been received by the municipality were it not for the exemption;
- (ii) make projections regarding revenue to be foregone for a period of at least three years; and
- (iii) make budgetary provision for the realisation of the associated revenue forgone from another realistically available source either through a specific capital transfer or an alternative capital budget vote.

14.3 Applications that qualify in terms of the Council approved policy or Council resolution allowing for exemption from Development Charges liability are not liable for Development Charges to the extent permitted in the policy or resolution, provided that:

- a) the amount of the Development Charges liability for that application must be sourced from alternative funding identified in terms of the policy or resolution and transferred to the relevant asset-financing fund; and
 - b) the application for exemption must be approved by the Council.
- 14.4 The municipality must disclose the value of exemptions provided for each budget year in its annual report
- 14.5 No relief may be granted in respect of the payment of Development Charges to a category of properties or a geographical area other than by way of an exemption provided for in this policy.
- 14.6 No relief may be granted in respect of the payment of Development Charges to an owner of property or properties on an individual basis unless it is in compliance with a Council approved policy or resolution.

15. WITHHOLD CLEARANCES AND APPROVAL

- 15.1 The municipality may withhold any consent, clearance or approval with respect to land development where a development charge is owed and remains unpaid or the developer fails to install external engineering services in terms of the installation agreement and no services shall be installed or connected should this not be paid.

16. MONITORING, EVALUATION AND REVIEW

- 16.1 The municipality will put in place a system of monitoring the implementation of this policy, evaluation of the system, and revision thereof, where necessary.
- 16.2 Instances where the municipal development charges policy may need to be reviewed include those where infrastructure plans or costs have changed, relevant national or provincial legislation has changed or the municipality has included additional engineering services to be financed by development charges system.

17. DISPUTE RESOLUTION AND APPEAL PROCESS

- 17.1 Where a developer or other party to a land development application wishes to challenge the manner in which this policy is applied he or she may appeal against any decision of the Municipal Planning Tribunal or other relevant authority in accordance with the appeal provisions set out in SPLUMA.

18. APPENDIX

- 18.1 ANNEXURE 1: STANDARD UNIT IMPACTS

18.2	ANNEXURE 2: PRE-ASSESSMENT FORM
18.3	ANNEXURE 3: DETAILED TERM SHEET FOR THE DRAFTING OF AN ENGINEERING SERVICES AGREEMENT
18.4	ANNEXURE 4: CALCULATED UNIT COST - BASELINE 2018
18.5	ANNEXURE 5 - INFRASTRUCTURE TO BE FUNDED BY DEVELOPMENT CHARGES

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ANNEXURE 1: STANDARD UNIT IMPACTS

Unit impacts selected for DC Calculator

Category	Unit	Unit Impact											
		Water		Sewer		Roads		Storm-water		Solid Waste		Electricity	
		Demand	Source	Yield	Source	AADT	Source	Runoff Factor	Source	Generated	Source	ADMD	Source
		kl/day		kl/day		Number of trips		ha*C		kg/day		kVA	
Single Residential > 1000m² Erf	Dwelling unit	1.400	CoCT Civil Eng	0.7500	CoCT Civil Eng	4.0000	TMH 17	0.06250	SANRAL RDM	6.450	SOER 2006	5.300	NRS 069
Single Residential > 650m² Erf	Dwelling unit	1.100	CoCT Civil Eng	0.7500	CoCT Civil Eng	4.0000	TMH 17	0.04125	SANRAL RDM	6.450	SOER 2006	5.300	NRS 069
Single Residential > 350m² Erf	Dwelling unit	0.900	CoCT Civil Eng	0.7500	CoCT Civil Eng	4.0000	TMH 17	0.02500	SANRAL RDM	6.450	SOER 2006	4.700	NRS 069
Single Residential < 350m² Erf	Dwelling unit	0.900	CoCT Civil Eng	0.7500	CoCT Civil Eng	4.0000	TMH 17	0.01250	SANRAL RDM	6.450	SOER 2006	3.600	NRS 069
State Funded Housing	Dwelling unit	0.600	CoCT Civil Eng	0.5000	CoCT Civil Eng	1.2000	TMH 17	0.00600	SANRAL RDM	2.050	SOER 2006	2.400	NRS 069
GAP/Affordable /Social Housing	Dwelling unit	0.600	CoCT Civil Eng	0.5000	CoCT Civil Eng	1.2000	TMH 17	0.01000	SANRAL RDM	3.700	SOER 2006	2.400	NRS 069
Group Housing	Dwelling unit	0.800	CSIR Red Book	0.6000	CSIR Red Book	3.7500	TMH 17	0.01500	SANRAL RDM	3.700	SOER 2006	2.400	NRS 069
Flat	Dwelling unit	0.575	CSIR Red Book	0.5000	SANS 10400	1.2500	TMH 17	0.00840	SANRAL RDM	2.960	SOER 2006	2.400	NRS 069

Category	Unit	Unit Impact											
		Water		Sewer		Roads		Storm-water		Solid Waste		Electricity	
		Demand	Source	Yield	Source	AADT	Source	Runoff Factor	Source	Generated	Source	ADMD	Source
		kl/day		kl/day		Number of trips		ha*C		kg/day		kVA	
Second/ Additional Dwelling/Granny Flat	Dwelling unit	0.575	CSIR Red Book	0.5000	SANS 10400	1.2500	TMH 17	0.01000	SANRAL RDM	2.960	SOER 2006	2.400	NRS 069
Rural / Undetermined / Agricultural	Dwelling unit	1.000	CoCT DC calculator	0.5000	CoCT DC calculator	4.0000	CoCT DC calculator	0.06750	CoCT DC calculator	6.450	CoCT DC calculator	-	
Rural Intensification / Agri-subdivisions	Dwelling unit	1.000	CoCT DC calculator	0.5000	CoCT DC calculator	4.0000	CoCT DC calculator	0.06750	CoCT DC calculator	6.450	CoCT DC calculator	-	
Hotel	Rooms	0.250	SANS 10252	0.1400	SANS 10400	6.0000	TMH 17	0.00350	SANRAL RDM	0.750	SOER 2006	0.090/m2	SANS 10400
Accommodation Establishments	Rooms	0.250	SANS 10252	0.1330	SANS 10400	3.0000	TMH 17	0.00560	SANRAL RDM	0.750	SOER 2006	0.090/m2	SANS 10400
General Business	m ² floor area	0.004	CSIR Red Book	0.0034	CSIR Red Book	0.1000	TMH 17	0.00010	SANRAL RDM	0.024	SOER 2006	0.090/m2	SANS 10400
Office	m ² floor area	0.004	CSIR Red Book	0.0034	CSIR Red Book	0.0850	TMH 17	0.00010	SANRAL RDM	0.024	SOER 2006	0.080/m2	SANS 10400
Retail/Shop	m ² floor area	0.004	CSIR Red Book	0.0034	CSIR Red Book	0.3500	TMH 17	0.00010	SANRAL RDM	0.024	SOER 2006	0.090/m2	SANS 10400
Warehouse	m ² floor area	0.004	SANS 10252	0.0035	SANS 10400	0.0300	TMH 17	0.00008	SANRAL RDM	0.024	SOER 2006	0.020/m2	NRS 069
Industrial	m ² floor area	0.004	SANS 10252	0.0035	SANS 10400	0.0600	TMH 17	0.00009	SANRAL RDM	0.024	SOER 2006	0.100/m2	NRS 069

Cate-gory	Unit	Unit Impact											
		Water		Sewer		Roads		Storm-water		Solid Waste		Electricity	
		Demand	Source	Yield	Source	AADT	Source	Runoff Factor	Source	Generated	Source	ADMD	Source
		kl/day		kl/day		Number of trips		ha*C		kg/day		kVA	
Early Childhood Development Centres / Home Child Care	Learner	0.170	SANS 10252	0.0370	SANS 10400	3.0000	TMH 17	0.00084	SANRAL RDM	0.740	SOER 2006	0.075/m2	SANS 10400
Universities / Schools	Learner	0.050	SANS 10252	0.0370	SANS 10400	2.0000	TMH 17	0.00175	SANRAL RDM	0.740	SOER 2006	0.075/m2	SANS 10400
Care / Accommodation (Hospitals, Clinics, Old age home)	Bed	0.500	SANS 10252	0.5000	SANS 10400	2.2500	TMH 17	0.00252	SANRAL RDM	1.500	SOER 2006	0.090/m2	SANS 10400
Office / Consulting rooms (welfare offices, clinics, hospitals & env. facilities)	m ² floor area	0.004	CSIR Red Book	0.0034	CSIR Red Book	0.2670	CoCT DC calculator	0.00010	SANRAL RDM	0.024	SOER 2006	0.090/m2	NRS 069
Meeting Places (places of assembly, place of worship)	m ² floor area	0.004	CSIR Red Book	0.0032	CoCT DC calculator	0.0930	CoCT DC calculator	0.00010	SANRAL RDM	0.024	SOER 2006	0.080/m2	SANS 10400
Open Spaces / Public Open Spaces	m ²	0.000		0.0000		0.0000		0.00004	SANRAL RDM	0.000	SOER 2006	-	

ANNEXURE 2: PRE-ASSESSMENT FORM

DEVELOPMENT CHARGES PRE-ASSESSMENT FORM	
Application Number	
Date	
Erf Location	
Erf No	
Erf Size (m2)	
Suburb	
Applicant	
Approved Building Plan No.	
TRIGGER CONDITIONS	
<input type="checkbox"/>	Application involves a change in land use that may result in increased impact on bulk infrastructure - use DC Calculator
<input type="checkbox"/>	Primary or consent use is being replaced by a land use with less impact on all bulk services
<input type="checkbox"/>	Subdivision application with no additional development rights, or which does not result in additional impact on bulk services
<input type="checkbox"/>	Application to change building lines, height or similar parameters, which does not lead to an intensification of land use
<input type="checkbox"/>	Application will have equal or less impact on all bulk services and is exempt in terms of the municipal DC policy, in the following category: <input type="text"/>
DECLARATION	
Application Processed by:	
Designation:	
I hereby declare that the application has been assessed in terms of the municipal DC Policy, and that sufficient information has been provided to me in order to confirm the presence, or not, or a trigger for development charges.	
Signature	
Date	

**ANNEXURE 3: SERVICES AGREEMENT FOR PRIVATE RESIDENTIAL
TOWNSHIP DEVELOPMENT**

SEE ATTACHED ANNEXURE 3

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ANNEXURE 4: CALCULATED UNIT COST - BASELINE 2018

(This unit cost will be updated annually with the municipal budget)

Service	Unit of measurement	Unit Cost	Service zone 1	Service zone 2	Service zone 3	Service zone 4	Service zone 5
		Average	Ceres	ODB	PAH	Wolseley	Tulbagh
Water	R/kl/day	R 4 146,28	R 4 146,28	R 4 146,28	R 4 146,28	R 4 146,28	R 4 146,28
		Average	Ceres	ODB	PAH	Wolseley	Tulbagh
Sewer	R/kl/day	R 2 767,06	R 2 767,06	R 2 767,06	R 2 767,06	R 2 767,06	R 2 767,06
		Average	Ceres	ODB	PAH	Wolseley	Tulbagh
Roads	R/trips/day	R 580,53	R 580,53	R 580,53	R 580,53	R 580,53	R 580,53
		Average	Ceres	ODB	PAH	Wolseley	Tulbagh
Stormwater	R/c.HA	R 80 490,30	R 80 490,30	R 80 490,30	R 80 490,30	R 80 490,30	R 80 490,30
		Average	Ceres	ODB	PAH	Wolseley	Tulbagh
Solid Waste	R/kg/day	R 1 159,15	R 1 159,15	R 1 159,15	R 1 159,15	R 1 159,15	R 1 159,15
		Average	Ceres	ODB	PAH	Wolseley	Tulbagh
Electricity	R/kVA	R 1 180,61	R 1 180,61	R 1 180,61	R 1 180,61	R 1 180,61	R 1 180,61

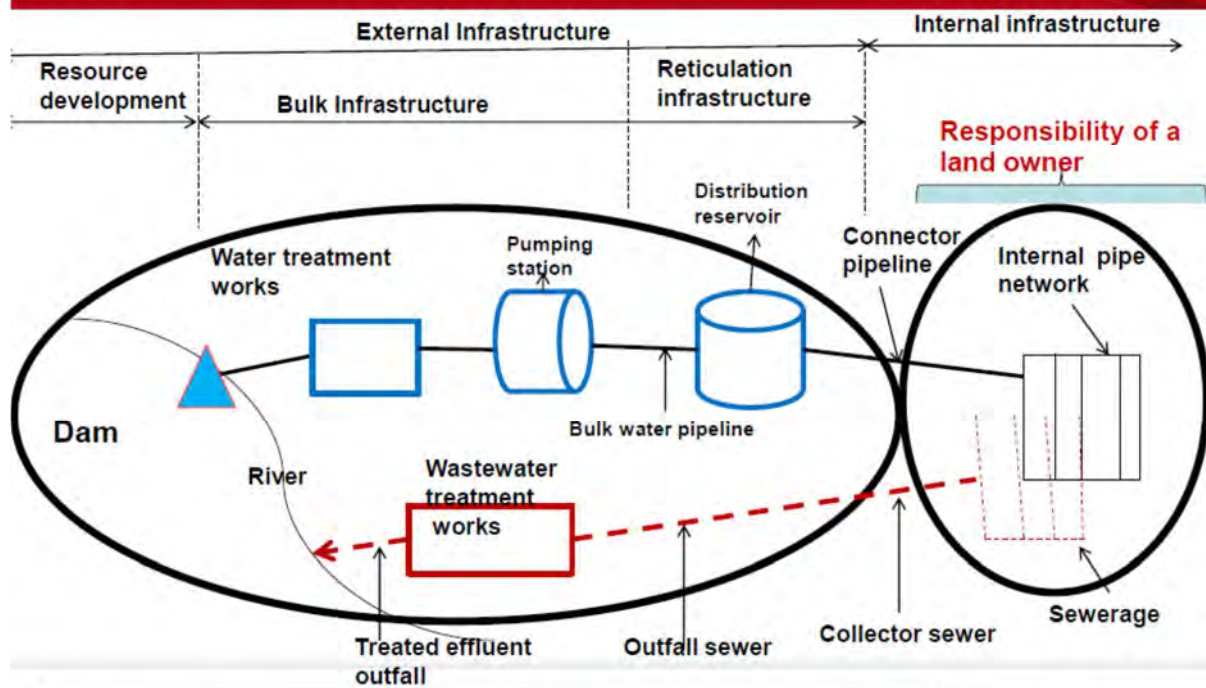
ANNEXURE 5 - INFRASTRUCTURE TO BE FUNDED BY DEVELOPMENT CHARGES

Sector	Extent of costs
Water	<p>The proportionate share of capacity and/or increase in capacity of the municipal water reticulation infrastructure to accommodate the needs of the new development, including:</p> <ul style="list-style-type: none"> • Link infrastructure outside the development site required to connect the new development to the existing municipal water network, however should the link infrastructure only service one development it is for the developers account. • The proportionate cost of the existing distribution pipelines, reservoirs, water towers, pump stations and control valves required for the new development, and/or the proportionate cost of creating additional capacity for the mentioned respective infrastructure components, downstream of the bulk water meter. • The costs that are <i>excluded</i> are the proportionate cost of dams (where owned by the municipality), water treatment works, bulk distribution
Sewerage	<p>The proportionate share of capacity and/or increase in capacity of the municipal sanitation infrastructure to accommodate the needs of the new development, including:</p> <ul style="list-style-type: none"> • Link infrastructure outside the development site required to connect the new development to the existing municipal sewer network, however should the link infrastructure only service one development it is for the developers account. • The proportionate cost of the existing collector and outfall sewer pipelines, pump stations and diversion structures required for the new development, and/or the proportionate cost of creating additional capacity for the mentioned respective infrastructure components, downstream of the new development. • The proportionate cost of a share in the capacity of the existing wastewater treatment works or sea outfalls, and/or the proportionate cost of creating additional capacity at such a facility, where these are owned by the
Electricity (to the extent provided by the municipality)	<ul style="list-style-type: none"> • Link infrastructure to connect the new development to the existing municipal network, however should the link infrastructure only service one development it is for the developers account. • The additional capacity in the municipal electrical supply network, however should the link infrastructure only service one development it is for the developers account. • The proportionate increase in size or capacity of transformer stations and substations. • The additional capacity of main transmission lines to transformer stations and substations.

Roads (to the extent provided by the municipality)	<p>Contributions to ‘basic road infrastructure’ are based on providing for the required road space which is needed on external municipal roads (of all classes) for trips on external roads by customers in the new development (or visitors) in order to maintain the existing minimum standard of service, including:</p> <ul style="list-style-type: none"> • Link infrastructure to connect the new development to the existing municipal infrastructure, unless this is required in terms of a traffic impact assessment, however should the link infrastructure only service one development it is for the developers account. • The proportionate share of existing external road capacity or increase in length or capacity of external roads due to the generalised (non-local) impact of the development. • Road structures, minor stormwater facilities, sidewalks, furniture, controls and signage associated with the above roads. • The proportionate share of existing capacity at, or new junctions and
Transport (to the extent provided by the municipality)	<p>The proportionate share of capacity or increase in size of the municipal public transport infrastructure not associated with road infrastructure, to accommodate the needs of the new development and maintain acceptable minimum levels of service, including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Public transport interchanges <input type="checkbox"/> Non-scheduled service facilities <input type="checkbox"/> Street-to-street pedestrian access <input type="checkbox"/> Class 1 cycle lanes <p>But excluding any portion of this infrastructure funded from national government grants, including the costs of integrated rapid transit systems and facilities for scheduled services.</p>
Stormwater	<p>The proportionate share of existing capacity or increase in size of the external stormwater infrastructure associated with communal conveyance, to accommodate the needs of the new development, including:</p> <ul style="list-style-type: none"> • Link infrastructure outside the development site required to connect the new development to the existing municipal stormwater network, however should the link infrastructure only service one development it is for the developers account.. • Piped networks (excluding provision for minor drainage system associated with road provision) • Culverts • Open channels, lined and unlined • Detention and retention facilities • Energy dissipation structures
Solid waste (to the extent provided by the municipality)	<p>The proportionate share of existing capacity or new facilities, to accommodate the needs of the new development, including:</p> <ul style="list-style-type: none"> • Disposal facilities (landfill, transfer stations, alternative treatment technologies) • Specialised vehicles used for landfill operations • Drop-off facilities • Specialised collection vehicles • Material recovery facilities

<p>All services (to the extent provided by the municipality)</p>	<p>The proportionate cost of land or servitudes of existing infrastructure or the cost thereof to establish new infrastructure as a result of the development.</p>
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Development charges components (example of water and waste water treatment works)



SERVICES AGREEMENT FOR PRIVATE RESIDENTIAL TOWNSHIP DEVELOPMENT

FINAL DRAFT
17 September 2018

ABOUT THIS DOCUMENT

BACKGROUND

The sustained increase in urban development around small urban nodes puts pressure on the capacity of existing infrastructure. In some cases there is a lack of capacity at Local Authority level to manage this additional burden on services. This has given rise to the need for improved systems and tools to assist Local Authorities to cope. Measures such as the development and use of best-practice solutions and standardisation of procedures are advocated.

This document aims to provide a guideline for smaller municipalities entering into services agreements with private developers who are planning to develop residential townships.

HOW TO USE THIS DOCUMENT

1. This document must be utilised as a guideline only. It will need to be adapted to incorporate local preferred practice and local conditions.
2. This document consists of 3 basic elements:
 - Standard clauses
 - Optional clauses
 - Sample sections
3. The aim is not to contradict local preferred practice but to assist Local Authorities in their work.
4. Two shades of highlighting have been employed to make the document easier to use. These are as follows:
 - **Light shading** indicates where information such as the name of the municipality needs to be filled in
 - **Dark shading** indicates where an option needs to be selected for delegating responsibilities in terms of the agreement

The numbering of items needs to be checked once individual sections are selected or omitted.

STATUS OF THIS DOCUMENT

This agreement is a stand alone document that forms part of the requirements for the approval required by the DEVELOPER for the development of the TOWNSHIP. The subdivision document must include clear reference to the Services Agreement and it will therefore be a condition of subdivision. It is proposed that the Services Agreement should be signed before a contractor may proceed with infrastructure installation.

LEGAL LIABILITY

The user is advised to consult with a legal expert to adapt the document to suit his/her specific circumstances. The user indemnifies the drafter of this document against each and every liability which the user may incur as a result of the use of this document.

SERVICES AGREEMENT FOR PRIVATE RESIDENTIAL TOWNSHIP DEVELOPMENT

FOR THE DEVELOPMENT OF:

(Name of Development)

MEMORANDUM OF AGREEMENT ENTERED INTO BY AND BETWEEN:

(Name of Municipality)

AND

(Name of Developer)

Revision Number: ***(No.)***

Date: ***(Date)***

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MEMORANDUM OF AGREEMENT

AGREED AND ENTERED INTO BY AND BETWEEN

(NAME OF MUNICIPALITY)

herein represented byin his/her
capacity as and duly authorised thereto
in terms of a Council decision dated
(hereinafter referred to as the “MUNICIPALITY”)

AND

(NAME OF DEVELOPER)

herein represented by in his/her
capacity asand duly authorised thereto
by virtue of a resolution dated
(hereinafter referred to as the “DEVELOPER”)

Now this agreement provides as follows:

WHEREAS the DEVELOPER, by virtue of a land availability agreement, is the DEVELOPER of:

(Name and/or brief description of land)

(hereinafter referred to as the “PROPERTY”);

AND WHEREAS the DEVELOPER applied **EITHER** to develop a TOWNSHIP on **OR** for the rezoning and subdivision of the PROPERTY **(delete as applicable)**, which TOWNSHIP shall be known as

(hereinafter referred to as the “TOWNSHIP”);

AND WHEREAS the DEVELOPER, together with the MUNICIPALITY as the Local Authority within whose jurisdiction the land described above is situated shall make arrangements for:

The supply and maintenance of the Engineering Services in the TOWNSHIP, in terms of the provisions of Section 49 of the Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013) and Sections 81 and 82 of the Witzenberg Land Use Planning By-Law (P.N 289/2015) as well as the TOWNSHIP establishment conditions which apply or may in future apply thereto;

AND WHEREAS the following services must be provided to the TOWNSHIP:

(Delete or modify as applicable:)

- A. The supply of roads in the TOWNSHIP and the provision of access to the TOWNSHIP from existing roads and streets in the MUNICIPALITY's area of jurisdiction or otherwise;
- B. The provision of a storm water drainage system for the TOWNSHIP;
- C. The provision of all water, including drinking water and irrigation and the distribution thereof in the TOWNSHIP;
- D. The provision of a sewerage system to the TOWNSHIP for sewerage and the removal and purification thereof;
- E. The provision of an electricity service and the distribution thereof to the TOWNSHIP, including street lighting; and
- F. The supply of a solid waste removal service for the TOWNSHIP;

AND WHEREAS the MUNICIPALITY is prepared and able to supply some or all of these services required for the TOWNSHIP, as the case may be, as set out above and subject to the terms and conditions set out hereunder;

AND WHEREAS the MUNICIPALITY prescribed guidelines for the following:

- Engineering Services for new townships, in accordance with what is known as "*Guidelines for human settlement planning and design*" and generally referred to as "The Red Book,"; and
- Electrical Services for new townships, in accordance with *EITHER (delete or modify as applicable:)*
The MUNICIPALITY's standard specifications and conditions for electrical works as set out in their "Standard Electrical Services Agreement" document, according to the instructions of the Director Technical Services.
OR
The present ruling standards of ESKOM, where specifications and drawings shall be subject to ESKOM's approval;

which guidelines, or as amended by the Municipal Manager, form an integral part of this agreement (hereinafter referred to as the "GUIDELINES");

NOW THEREFORE the aforementioned MUNICIPALITY and the DEVELOPER agree as follows:

1. GENERAL

- 1.1 The services of water, electricity and sewerage shall be made available to the DEVELOPER by the MUNICIPALITY and ESKOM *(delete if not applicable)* at such point or points as may be determined and agreed upon by the parties.
- 1.2 The MUNICIPALITY and the DEVELOPER shall be entitled to make changes to the services and infrastructure as envisaged in this agreement subject to their mutual agreement, provided that such changes be recorded in writing and signed by both parties.
- 1.3 The Consulting Engineer appointed by the DEVELOPER must submit proof of his/her Professional Indemnity insurance to the MUNICIPALITY. The technical soundness and sizing of the infrastructure design is the responsibility of the Consulting Engineer.
- 1.4 Before the DEVELOPER undertakes the building of any services, he shall have the necessary plans drawn up by a Consulting Engineer, and shall submit such plans to the MUNICIPALITY for approval before commencing with any works or construction.
- 1.5 Prior to commencing with the design, the DEVELOPER's Consulting Engineer must acquaint himself with, and clarify with the MUNICIPALITY and ESKOM *(delete if not applicable)* the standards of materials and design requirements to be complied with as well as possible costs of connections to existing services.
- 1.6 A Services/Design Report that confirms all standards and the design of services must be approved by the MUNICIPALITY and any other relevant authorities as applicable. The Services Report must clearly state which bulk services upgrades are required to accommodate the full demand of the development.
- 1.7 All connections to existing services will be made by the DEVELOPER's contractor under direct supervision of the MUNICIPALITY and all costs will be for the account of the DEVELOPER.

OR

Connections to existing services will be made by the MUNICIPALITY, for the cost of the DEVELOPER.

- 1.8 The DEVELOPER shall be liable for all damages caused to any existing services due to any action related to the implementation of the TOWNSHIP. The DEVELOPER is responsible for determining the location of existing civil and electrical services. All information provided on previous record drawings or as-built data shall be verified and confirmed on site.
- 1.9 If any graves are present in the proposed TOWNSHIP, the DEVELOPER shall deal therewith in terms of the relevant legislation and to the satisfaction of the MUNICIPALITY, at the DEVELOPER's own cost.
- 1.10 The DEVELOPER is entitled to develop the area in phases subject to the phases being indicated in the designs and plans and the MUNICIPALITY's approval thereof.

- 1.11 A defects liability period of twelve months and that is in accordance with the latest version of the General Conditions of Contract applies for all services installed by the DEVELOPER. This shall also apply to the individual phases in the development.
- 1.12 Any reference to a party shall include a reference to that party's successors in title and assigns.

2. EXTERNAL SERVICES

(The following sections to be amended to the specific environment of this agreement)

2.1 BULK WATER

- 2.1.1 The MUNICIPALITY will provide a connection point and has adequate capacity in the bulk system to accommodate the full demand of the TOWNSHIP.

OR

The MUNICIPALITY will upgrade certain bulk water infrastructure. This upgrade entails the following:

.....

OR

The DEVELOPER will upgrade certain bulk water infrastructure. This upgrade entails the following:

.....

.....

(Include sub-clause 2.1.2 below only when the second or third option in 2.1.1 above is used)

- 2.1.2 The costs for the above upgrade shall include costs for:

- Design and construction including escalation costs
- Environmental applications and management plans required by the Department of Water Affairs & Forestry and the Department of Environmental Affairs and Development Planning, where applicable.
- Costs for compliance with the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) and the Construction Regulations, 2003.
- Costs related to the registrations of servitudes and acquisition of land

These costs will

(include one of the three options as follows:)

EITHER

be carried by the MUNICIPALITY

OR

be carried by the DEVELOPER. In this instance and if a Capital Contribution is applicable, R..... of the cost can be offset against the Capital Contribution payable by the DEVELOPER. Any costs of increased capacity above the capacity required by the TOWNSHIP or any level of service or equipment above the normal level of service provided by the MUNICIPALITY, however, shall be for the account of the MUNICIPALITY.

OR

be shared between the MUNICIPALITY and the DEVELOPER. In this instance the DEVELOPER shall pay R..... If a Capital Contribution is applicable, R..... of the DEVELOPER'S share can be offset against the Capital Contribution payable by the DEVELOPER. Any costs of increased capacity above the capacity required by the TOWNSHIP or any level of service or equipment above the normal level of service provided by the MUNICIPALITY, however, shall be for the account of the MUNICIPALITY.

- 2.1.3 The MUNICIPALITY shall be entitled to levy a water tariff in respect of any water consumption from a metered connection, at published tariffs which may be in force in its area of jurisdiction from time-to-time. The final connections will only be effected once the network has been completed, tested, approved and taken over by the MUNICIPALITY.

2.2 BULK SEWER

- 2.2.1 The MUNICIPALITY will provide a connection point and has adequate capacity in the bulk system to accommodate the full sewage flow of the TOWNSHIP.

OR

The MUNICIPALITY will upgrade certain bulk sewerage infrastructure. This upgrade entails the following:

.....

.....

OR

The DEVELOPER will upgrade certain bulk sewerage infrastructure. This upgrade entails the following:

.....

.....

(Include sub-clause 2.2.2 below only when the second or third option in 2.2.1 above is used)

- 2.2.2 The costs for the above upgrade shall include costs for:
- Design and construction including escalation costs
 - Environmental applications and management plans required by the Department of Water Affairs & Forestry and the Department of Environmental Affairs and Development Planning, where applicable.
 - Costs for compliance with the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) and the Construction Regulations, 2003.
 - Costs related to the registrations of servitudes and acquisition of land

These costs will

(include one of the three options as follows:)

EITHER

be carried by the MUNICIPALITY.

OR

be carried by the DEVELOPER. In this instance and if a Capital Contribution is applicable, R..... of the cost can be offset against the Capital Contribution payable by the DEVELOPER. Any costs of increased capacity above the capacity required by the TOWNSHIP or any level of service or equipment above the normal level of service provided by the MUNICIPALITY, however, shall be for the account of the MUNICIPALITY.

OR

be shared between the MUNICIPALITY and the DEVELOPER. In this instance the DEVELOPER shall pay R..... If a Capital Contribution is applicable, R..... of the DEVELOPER'S share can be offset against the Capital Contribution payable by the DEVELOPER. Any costs of increased capacity above the capacity required by the TOWNSHIP or any level of service or equipment above the normal level of service provided by the MUNICIPALITY, however, shall be for the account of the MUNICIPALITY.

2.3 BULK ELECTRICITY

- 2.3.1 The MUNICIPALITY/ESKOM *(delete as applicable)* will provide a connection point and has adequate capacity in the bulk system to accommodate the full demand of the TOWNSHIP.

OR

The MUNICIPALITY/ESKOM *(delete as applicable)* will upgrade certain bulk electrical infrastructure. This upgrade entails the following:

.....

.....

OR

The DEVELOPER will upgrade certain bulk electrical infrastructure. This upgrade entails the following:

.....

.....

(Include sub-clause 2.3.2 below only when the second or third option in 2.3.1 above is used)

- 2.3.2 The costs for the above upgrade shall include costs for:

- Design and construction including escalation costs
- Environmental applications and management plans required by the Department of Water Affairs & Forestry and the Department of Environmental Affairs and Development Planning, where applicable.
- Costs for compliance with the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) and the Construction Regulations, 2003.
- Costs related to the registrations of servitudes and acquisition of land

These costs will

(include one of the three options as follows:)

EITHER

be carried by the MUNICIPALITY/ESKOM *(delete as applicable)*.

OR

be carried by the DEVELOPER. In this instance and if a Capital Contribution is applicable, R..... of the cost can be offset against the Capital Contribution payable by the DEVELOPER. Any costs of increased capacity above the capacity required by the TOWNSHIP or any level of service or equipment above the normal level of service provided by the MUNICIPALITY/ESKOM *(delete as applicable)*, however, shall be for the account of the MUNICIPALITY/ESKOM *(delete as applicable)*.

OR

be shared between the MUNICIPALITY/ESKOM *(delete as applicable)* and the DEVELOPER. In this instance the DEVELOPER shall pay R..... If a Capital Contribution is applicable, R..... of the DEVELOPER'S share can be offset against the Capital Contribution payable by the DEVELOPER. Any costs of increased capacity above the capacity required by the TOWNSHIP or any level of service or equipment above the normal level of service provided by the MUNICIPALITY/ESKOM *(delete as applicable)*, however, shall be for the account of the MUNICIPALITY/ESKOM *(delete as applicable)*.

2.4 ACCESS ROADS

- 2.4.1 The MUNICIPALITY will provide an access point to the existing road network with sufficient capacity to accommodate the full traffic impact of the TOWNSHIP.

OR

The MUNICIPALITY will upgrade certain bulk road infrastructure. This upgrade entails the following:

.....

OR

The DEVELOPER will upgrade certain bulk road infrastructure. This upgrade entails the following:

.....

(Include sub-clause 2.4.2 below only when the second or third option in 2.4.1 above is used)

- 2.4.2 The costs for the above upgrade shall include costs for:

- Design and construction including escalation costs
- Environmental applications and management plans required by the Department of Water Affairs & Forestry and the Department of Environmental Affairs and Development Planning, where applicable.
- Costs for compliance with the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) and the Construction Regulations, 2003.

- Costs related to the registrations of servitudes and acquisition of land

These costs will

(include one of the three options as follows:)

EITHER

be carried by the MUNICIPALITY.

OR

be carried by the DEVELOPER. In this instance and if a Capital Contribution is applicable, R..... of the cost can be offset against the Capital Contribution payable by the DEVELOPER. Any costs of increased capacity above the capacity required by the TOWNSHIP or any level of service or equipment above the normal level of service provided by the MUNICIPALITY, however, shall be for the account of the MUNICIPALITY.

OR

be shared between the MUNICIPALITY and the DEVELOPER. In this instance the DEVELOPER shall pay R..... If a Capital Contribution is applicable, R..... of the DEVELOPER'S share can be offset against the Capital Contribution payable by the DEVELOPER. Any costs of increased capacity above the capacity required by the TOWNSHIP or any level of service or equipment above the normal level of service provided by the MUNICIPALITY, however, shall be for the account of the MUNICIPALITY.

- 2.4.3 It is confirmed that a Traffic Impact Study has been completed for the proposed development. The Traffic Impact Study must be approved by the MUNICIPALITY and all other applicable authorities. The DEVELOPER shall comply with the requirements of this report.

2.5 BULK STORM WATER DRAINAGE

(The following section to be amended to the specific environment of this agreement)

- 2.5.1 The DEVELOPER shall supply a system to ensure that the concentrated flow of floodwater from higher-lying areas is channelled into, and accommodated in the TOWNSHIP's storm water drainage system. The system, in accordance with the GUIDELINES, shall lead all storm water to a location(s) outside the borders of the TOWNSHIP, as indicated by the MUNICIPALITY. No erosion may be caused at storm water outlets from the TOWNSHIP and provision must be made, to the satisfaction of the MUNICIPALITY and the owner of such areas, regarding the outlet of such storm water.
- 2.5.2 The existing storm water system adjacent to the development has adequate capacity to accommodate flows from the TOWNSHIP for both minor and major storm events. The DEVELOPER may connect directly into these system(s).

OR

The MUNICIPALITY will upgrade certain bulk storm water infrastructure. This upgrade entails the following:

.....

.....

OR

The DEVELOPER will upgrade certain bulk storm water infrastructure. This upgrade entails the following:

.....

.....

(Include sub-clause 2.5.3 below only when the second or third option in 2.5.2 above is used)

- 2.5.3 The costs for the above upgrade shall include costs for:
- Design and construction including escalation costs
 - Environmental applications and management plans required by the Department of Water Affairs & Forestry and the Department of Environmental Affairs and Development Planning, where applicable.
 - Costs for compliance with the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) and the Construction Regulations, 2003.
 - Costs related to the registrations of servitudes and acquisition of land

These costs will

(include one of the three options as follows:)

EITHER

be carried by the MUNICIPALITY.

OR

be carried by the DEVELOPER. In this instance and if a Capital Contribution is applicable, R..... of the cost can be offset against the Capital Contribution payable by the DEVELOPER. Any costs of increased capacity above the capacity required by the TOWNSHIP or any level of service or equipment above the normal level of service provided by the MUNICIPALITY, however, shall be for the account of the MUNICIPALITY.

OR

be shared between the MUNICIPALITY and the DEVELOPER. In this instance the DEVELOPER shall pay R..... If a Capital Contribution is applicable, R..... of the DEVELOPER'S share can be offset against the Capital Contribution payable by the DEVELOPER. Any costs of increased capacity above the capacity required by the TOWNSHIP or any level of service or equipment above the normal level of service provided by the MUNICIPALITY, however, shall be for the account of the MUNICIPALITY.

2.6 SOLID WASTE REMOVAL

(The following section to be amended to the specific environment of this agreement)

- 2.6.1 The MUNICIPALITY undertakes, after proclamation of the TOWNSHIP, to remove household refuse in accordance with its by-laws and shall make its own arrangements with the occupants of erven/home owner's organisation/body corporate ~~(delete as applicable)~~ in the TOWNSHIP, for the removal of such household refuse.
- 2.6.2 Such collection shall be from individual erven/a single centralised waste collection site for the development. ~~(delete as applicable)~~

3. INTERNAL SERVICES

- 3.1 The DEVELOPER shall be solely liable for the design, planning and installation of all the internal services in the proposed development.
- 3.2 Where the DEVELOPER erects improvements on any erf or portion of the development area, then the DEVELOPER will install for each individual property the services, including the erf connections for water, sewer and electricity.
- 3.3 Water connections from reticulation mains must be within 1m of erf boundary.
(delete as applicable)
 This connection must be terminated with an end cap and marker
OR
 This connection must be terminated with a shut off valve and marker
OR
 This connection must be terminated with a water meter including shut off valves and marker
OR
 This connection must be to the household unit including a water meter, shut off valves and marker
- 3.4 Sewer connections to the sewerage system must be
(delete as applicable)
 Supplied to each household unit
OR
 Supplied to within 1m of the erf boundary
- 3.5 Electrical connections to each property must be
(delete as applicable)
 Supplied to each household unit
OR
 Supplied on the erf boundary
- 3.6 All erf connections described in sections 3.2 to 3.5 must be provided by the DEVELOPER
OR
 Erf connections described in section 3.3 and 3.4 for water and sewer must be provided by the DEVELOPER. The electrical connection and metering will be provided by the MUNICIPALITY/ESKOM *(delete as applicable)*.
- 3.7 These connections will be supplied as per the GUIDELINES FOR THE PROVISION OF ENGINEERING SERVICES AND AMENITIES IN RESIDENTIAL TOWNSHIPS (THE RED BOOK) and include:

.....

.....

- 3.8 All ducts including Telkom ducts, electrical ducts and other services ducts are to be installed by the DEVELOPER at his cost. The number, sizes, positions and specifications of Telkom ducts are to be agreed with Telkom. All Telkom services must be built underground. The DEVELOPER shall adhere to the specifications of Telkom (SA). Copies of all correspondence with Telkom shall be handed over to the MUNICIPALITY.
- 3.9 No water or electrical service connection may be made alive unless a meter reading has been taken over by the MUNICIPALITY as well as a service agreement has been signed with the MUNICIPALITY and all required deposit fees are paid in to the MUNICIPALITY.

4. OPEN SPACES AND LANDSCAPED AREAS

- 4.1 The DEVELOPER will be responsible for the development of the open spaces, as well as any landscaped areas within the TOWNSHIP. This development will entail the following:

.....
.....

- 4.2 The DEVELOPER and/or Body Corporate and/or Home Owner's Association will be responsible for the maintenance of the above into perpetuity.

OR

The MUNICIPALITY will be responsible for the maintenance of the above.

5. MAINTENANCE

- 5.1 The MUNICIPALITY shall assume responsibility for..... services and ESKOM shall assume responsibility for services *(delete or reword as applicable)*, to be taken over from the date of Practical Completion of these services, as stated in the latest version of the General Conditions of Contract, subject only to the standard one year defect liability period as maintained by the DEVELOPER. The responsibility for all other services belongs to the Body Corporate and/or Home Owner's Association. It is noted that this shall also apply to the individual phases in the development.

OR

The Body Corporate and/or Home Owner's Association shall assume responsibility for all services from the date of Practical Completion of these services, as stated in the latest version of the General Conditions of Contract, subject only to the standard one year defect liability period as maintained by the DEVELOPER. It is noted that this shall also apply to the individual phases in the development. The DEVELOPER must ensure that the offer to purchase and deed of sale include this obligation and that this is brought to the attention of the buyer.

- 5.2 The DEVELOPER shall be liable to repair at his own expense any inherent faults or defects of the services within the defects liability period after the date of practical completion. In this connection the DEVELOPER's liability is confined to defective workmanship and/or materials.

6. PLANS AND DRAWINGS

- 6.1 The DEVELOPER shall at his own cost, have the necessary plans and drawings compiled by a competent Consulting Engineer in accordance with the specifications, standards and GUIDELINES, for all internal services and connection services which it is deemed that the DEVELOPER knows of, and which form an integral part of this Agreement.
- 6.2 Prior to the commencement of construction of any services by the DEVELOPER, the DEVELOPER shall submit to the MUNICIPALITY, the required plans, drawn by the Consulting Engineer, for their approval.
- 6.3 The Consulting Engineer shall, with lodgement of said plans, confirm in writing to the MUNICIPALITY that he has sufficient professional indemnity insurance.
- 6.4 The MUNICIPALITY, at its sole discretion, may or may not accept said plans, and in the event of said plans not being accepted, the DEVELOPER shall, at his own cost, see to the necessary amendments thereto, to the satisfaction of the MUNICIPALITY.
- 6.5 Prior to takeover, the DEVELOPER shall provide the MUNICIPALITY with hard copies and electronic copies in a file format compatible with the MUNICIPALITY's CAD software of all drawings showing the relevant civil services of the PROPERTY separately and specifying the under-mentioned information in detail:
 - Water reticulation: all erf connection points (X,Y,Z coordinates), pipelines (including pipe diameters), fire hydrants and valves (X,Y coordinates), and copy of test report.
 - Sewerage reticulation: all pipelines (including pipe diameters), services connections (X,Y,Z coordinates), manholes (X,Y,Z coordinates) and copy of test report.
 - Storm water drainage: all pipelines (including diameters), catchpits, manholes, open channels, culverts and headwalls (X,Y,Z coordinates of all structures).
 - Roads: Plans that clearly indicate the layout, including widths of streets, reserve widths, typical cross sections, layerworks, positions of service ducts and diameters of turning circles and radii. And copy of test reports
 - Electrical: service connections, mini-substations, meter boxes, cables, street lights, cable ducts (X,Y coordinates) and the manner in which the main supply has been acquired.
 - Pump stations: final layouts, wiring diagrams, copy of commissioning report, copy of operational manual.

This will be based on the information available to the DEVELOPER's Consulting Engineer and will be subject to verification on site. A completion certificate must be provided by the DEVELOPER's Consulting Engineer stating that the services had been installed properly in accordance with the agreed specifications and drawings.

7. OBTAINING SERVITUDES AND RIGHTS OF WAY

- 7.1 The draft design of all services, including connecting services, must be presented before the General Plan is submitted for approval, so as to ascertain the possible registration of all servitudes inside and outside the proposed TOWNSHIP.
- 7.2 All rights of way and access rights required by the MUNICIPALITY to exercise its duties as set out in this agreement, and which are required within or outside the TOWNSHIP's borders, shall be provided to the MUNICIPALITY by the DEVELOPER at no cost to the MUNICIPALITY, and if the MUNICIPALITY should so require, the DEVELOPER shall register such rights of way and access rights thus required as servitudes against the title deeds of the servient properties.
- 7.3 The DEVELOPER shall be responsible for all costs required for the registration of the servitudes including the acquisition of land. This will include the total costs for the functions carried out by property valuers, surveyors, planners and transfer attorneys
- 7.4 The DEVELOPER shall not be entitled to sell, alienate or otherwise dispose of any properties within the TOWNSHIP over which a servitude must be registered, before any such servitude(s) is registered. Alternatively, the DEVELOPER undertakes to make any such alienation subject to the MUNICIPALITY's right to obtain registration of any such servitude, without any cost to the MUNICIPALITY.
- 7.5 The DEVELOPER shall further be obliged to, at its own cost, obtain the right for the MUNICIPALITY to remove any trees or other obstructions adjoining the route of any pipeline, cable, power line, water pipe or any other construction to be undertaken within the borders of the TOWNSHIP, or in the nearby vicinity thereof, or which may affect the effective functioning of any system installed by the MUNICIPALITY. The MUNICIPALITY may assist with arrangements, but the ultimate responsibility lies with the DEVELOPER.

8. TRANSFER OF ERVEN BY THE DEVELOPER

- 8.1 No erf shall be transferred until the DEVELOPER has provided all the agreed services to all erven in each proposed development phase to the satisfaction of the MUNICIPALITY in accordance with designs, plans and specifications as approved by the MUNICIPALITY prior to the installation of such services. Upon completion of such services, the Consulting Engineers appointed by the DEVELOPER are required to submit a certificate confirming that such services have been installed and completed in accordance with such approved designs, plans and specifications.
- 8.2 No erf shall be transferred until the DEVELOPER has paid all Capital Contributions, if applicable.
- 8.3 The MUNICIPALITY shall issue a certificate signed by the **Municipal Manager**, or delegate, to the DEVELOPER confirming the completion of services to its satisfaction once such work has in fact so been completed.
- 8.4 In terms of Sections 21 and 29 of the Witzenberg Land Use Planning By-Law (P.N 289/2015) as read with Section 118 of the Municipal Systems Act No 32 of 2000, the MUNICIPALITY will not issue the written authority under Section 118 of the Municipal Systems Act unless and until all conditions of rezoning and the conditions set out in this agreement have been complied with by the DEVELOPER.
- 8.5 The DEVELOPER undertakes to comply with all conditions of subdivision and rezoning as laid down by the MUNICIPALITY before occupation certificates shall be issued, unless otherwise agreed herein.
- 8.6 The MUNICIPALITY shall be entitled not to consider any building plans submitted to it prior to the registration of erven in the deeds office.

9. CAPITAL CONTRIBUTIONS (IF APPLICABLE)

9.1 Pro rata Capital Contributions are payable to the MUNICIPALITY for the following bulk services:

- water,
- sewerage,
- roads
- solid waste disposal
- electricity *(delete if not applicable)*

AND

Pro rata Capital Contributions are payable to ESKOM for the bulk electrical services *(delete if not applicable)*

and can be used towards the upgrading of bulk infrastructure as determined by the MUNICIPALITY.

9.2 The MUNICIPALITY may negotiate with the DEVELOPER about the distribution and allocation of the pro rata Capital Contributions.

9.3 The DEVELOPER will ensure that the conditions and terms applicable to the pro rata payments are made known and are binding on the purchasers of any land properties within the township.

9.4 For all civil services the pro rata contributions will be according to the MUNICIPALITY's contribution scheme as determined and approved by the MUNICIPALITY from time to time.

9.5 Pro rata contributions are subject to VAT and are further subject to the provisions and rates contained in the Value Added Tax Act, 1991 (Act No 89 of 1991) as amended.

9.6 Pro rata contributions which are payable to the MUNICIPALITY are subject to annual adjustments by the MUNICIPALITY and the adjusted rates will apply from the implementation date as decided by the MUNICIPALITY.

9.7 The pro rata contributions shall be payable by the DEVELOPER at the time application is made to the MUNICIPALITY for a rates clearance certificate in terms of Section 118 of the Municipal Systems Act No 32 of 2000, to permit an erf/unit to be transferred to the purchaser. The amount payable shall be such amount as may be in force at the time that application for transfer of an erf/unit is made. Should any of the above development and/or individual units not be transferred but rented out by the DEVELOPER, it will become due and payable immediately, upon development.

9.8 Optional – amend as applicable

9.8 The DEVELOPER shall be entitled to offset its costs of providing the bulk services to the property against the respective Capital Contributions. These costs are to be agreed by the DEVELOPER and the MUNICIPALITY but will not be more than and shall be deemed to be a credit against the payment of Capital Contributions.

- 9.9 The installation of services discounted against Capital Contributions shall be procured through a process that will guarantee competitive construction rates. The procurement process to be adopted shall be agreed upon between the DEVELOPER and the MUNICIPALITY.

10. PROPERTY TAX, SERVICE CHARGES AND OTHER FEES

- 10.1 The DEVELOPER and other owners shall, after proclamation of the TOWNSHIP, be responsible for the payment of property tax at the prevailing tariffs, and if applicable the reduced tariff in respect of land of which they are the owners, and all service charges, consumer service charges, inspection fees, plan approval fees, including building plans (if applicable), in respect of any services actually used or provided, inspections actually carried out and/or plans approved.
- 10.2 Liability for basic services charges shall apply from the date on which the MUNICIPALITY connects the erf or unit to the services.

OR

The DEVELOPER's liability for payment of the property tax and services charges as set out in sub clause 10.1 above shall be transferred from the DEVELOPER to a purchaser at the date of transfer of an erf or a unit in a Sectional Title Scheme, and the DEVELOPER shall from that date have no further liability in respect thereof.

11. OCCUPATIONAL HEALTH AND SAFETY ACT

- 11.1 The DEVELOPER is obligated to comply with the requirements of the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) and the Construction Regulations, 2003 issued in terms thereof.
- 11.2 The DEVELOPER may appoint an agent to be his/her representative, so that the responsibilities imposed upon the DEVELOPER in terms of the Act shall as far as reasonably practicable apply to the agent so appointed. The DEVELOPER must inform itself of the proposed agent's competence in terms of the Act. The DEVELOPER shall be responsible for the total costs of such an agent.
- 11.3 The DEVELOPER or its agent must ensure that the contract document for construction includes adequate specification to enforce the requirements of the Act.
- 11.4 The internal electrical reticulation is the responsibility of the Home Owners Association and a suitably qualified person approved by the MUNICIPALITY, will be appointed to take the responsibility for the network as determined in the Occupational Health and Safety Act (85 of 1993), General Machinery Regulations 2(5). The Municipality must be notified of any changes regarding the suitably qualified person.

12. ENVIRONMENTAL MANAGEMENT PLAN (IF REQUIRED)

- 12.1 The DEVELOPER must compile and submit an acceptable construction phase Environmental Management Plan to the MUNICIPALITY, as well as the Department of Environmental Affairs and Development Planning if required, for approval prior to any land clearing or construction commencing. The Environmental Management Plan should describe the level and type of competency required by the Environmental Control Officer. It should clearly define and allocate roles and responsibilities to the Environmental Control Officer.
- 12.2 The DEVELOPER must appoint the Environmental Control Officer. The DEVELOPER must give details and Terms of Reference of the Environmental Control Officer to the MUNICIPALITY prior to contract commencement. The DEVELOPER shall be responsible for the total costs of the Environmental Control Officer.
- 12.3 If an Environmental Management Plan is required, the DEVELOPER must ensure that the contract document for construction includes adequate specification to enforce the stipulations of the Environmental Management Plan.

13. ASSIGNMENT AND SUBCONTRACT

- 13.1 Except if required by a lender, the DEVELOPER shall not, without prior written consent from the MUNICIPALITY, be entitled to renounce, cede, assign or transfer any of its rights or obligations in terms of this Agreement.

14. WAIVER

- 14.1 No concession, relaxation, indulgence or non-enforcement, which may be allowed by any party regarding any provision of this agreement, shall prejudice any of the rights of the party allowing such concession, relaxation, indulgence or non-enforcement.

15. ENTIRE AGREEMENT

- 15.1 The parties acknowledge herewith that this Agreement, read in conjunction with the (name of technical/services report including authors and date) constitutes the entire Agreement between the parties and that no other Agreement albeit verbal or written, has been entered into by them. An addition to, or amendment of this Agreement after the signing hereof, shall not be binding or enforceable on the parties, unless such addition or amendment is put in writing and is signed by both parties. In the case of any conflicting provisions between those contained in the Agreement and any other documentation, the provisions of this Agreement shall enjoy precedence.

16. COMMENCEMENT AND CANCELLATION OF AGREEMENT

16.1 This agreement shall be effective as from (insert specific date OR insert phrase “date of signature of this Agreement”).)

16.2 This agreement will terminate once

(include one of the three options, which ever ends the latest)

The DEVELOPER has paid all outstanding Capital Contributions

OR

The defects liability period has been completed

OR

The DEVELOPER renders a closing account to the MUNICIPALITY

16.3 Should the DEVELOPER fail to comply with any provision of this agreement, the MUNICIPALITY shall be entitled to notify the DEVELOPER of any such failure and should the DEVELOPER fail to rectify any such failure within 90 (ninety) days, calculated from the date of postage, by registered mail, of the MUNICIPALITY 's notice, alternatively the date on which such notice was delivered by hand to the DEVELOPER's duly authorised official, the MUNICIPALITY may, in its discretion, cancel this agreement, alternatively claim specific performance from the DEVELOPER in terms of this agreement.

16.4 In the event of cancellation, the MUNICIPALITY shall be entitled to:

- Claim damages from the DEVELOPER, for damages which the MUNICIPALITY suffered or may suffer as a result of the DEVELOPER's failure/neglect to comply with any provision of this agreement. The damages shall include legal costs.
- Immediately call in the guarantees referred to in (Optional Sections A) and to utilise same for the proper fulfilment and execution of this agreement; and

16.5 Should the MUNICIPALITY decide to enforce this agreement and claim specific performance from the DEVELOPER, all amounts owing by the DEVELOPER to the MUNICIPALITY in terms of this agreement, shall become immediately due and payable, and the MUNICIPALITY shall further be entitled to claim from the DEVELOPER any damages suffered by the MUNICIPALITY as a result of the DEVELOPER's failure to strictly comply with any provision of this agreement.

17. SETTLEMENT, MEDIATION AND ARBITRATION

- 17.1 The parties shall negotiate in good faith with a view to settling any dispute or claim arising out of or relating to this Agreement and may not initiate any further proceedings until either party has, by written notice to the other, declared that such negotiations have failed.
- 17.2 Any such dispute or claim, which cannot be settled between the parties, may be referred by the parties, without legal representation, to mediation by a single mediator. The mediator shall be selected by agreement between the parties and, failing such agreement, shall be nominated by the President of the South African Association of Consulting Engineers. The costs of the mediation shall be borne equally between the parties.
- 17.3 If either party were unwilling to agree to mediation or be dissatisfied with the opinion expressed by the mediator or should the mediation fail then such party may, with written notice to the other party, refer the dispute to arbitration. The arbitration proceedings shall be in accordance with the Arbitration Act, No 42 of 1965, as amended, and in such case, the parties shall agree to the appointment of an arbitrator.
- 17.4 If the parties cannot agree on the appointment of such arbitrator, the President of the South African Institute of Civil Engineers, if the dispute is of a technical nature, or the Chairman of the Cape Town Bar Council if the dispute is of a legal nature, shall be appointed.

OR

The Arbitrator shall, in the event that the dispute being:

- Primarily a legal matter, be a practising Senior Advocate or practising Senior Attorney, with at least 10 (TEN) years experience;
- Primarily an accounting matter, a practising Chartered Accountant with not less than 10 (TEN) years experience;
- Primarily a technical matter, an Engineer with an applicable qualification regarding the dispute, with not less than 10 (TEN) years experience and who is registered as a Professional Engineer and who has the right to practice as such within the Republic of South Africa;
- Any other matter, an independent person to be agreed upon between the parties to the dispute.

In the event of the parties not being able to agree on an Arbitrator within 7 (SEVEN) days from the date that arbitration was requested, an Arbitrator will be appointed by the Head of the Department of Local Government, on request by any of the parties, whose appointment shall be final and binding.

- 17.5 In the event of the parties not agreeing that the dispute is a legal matter, within 7 (SEVEN) days from the date that arbitration was requested, it shall be deemed that such dispute is in fact a legal matter.
- 17.6 The arbitration proceeding shall take place at a venue determined by such arbitrator appointed in terms of clause 14.1 above.
- 17.7 The arbitration hearing shall take place as quickly as possible and shall be finalised as soon as possible.
- 17.8 The parties agree and undertake to abide by the award or order made by the arbitrator, including an order in respect of costs. The parties further agree that the aforementioned arbitrator's finding shall be final and binding upon the parties, which order shall be executed in such manner as determined by the arbitrator and that such arbitration decree can made an order of court.

18. FORCE MAJEURE

If circumstances arise for which either of the parties is not responsible and which make it impossible for it to perform in whole or in part in accordance with this agreement the affected shall inform the other party in writing. The party shall not be in breach of any of its obligations under this agreement under these circumstances.

In these circumstances if certain services have to be suspended, the time for their completion shall be extended until the circumstances no longer apply plus a reasonable period not exceeding 42 (forty two) days for resumption of them.

If the speed of performing certain services has to be reduced, the time for their completion shall be extended as may be made necessary by the circumstances.

19. DOMICILIUM CITANDI ET EXECUTANDI

The parties chose as their *domicilium citandi et executandi*, for the service of any notices in terms of this agreement, the following:

The MUNICIPALITY:

The DEVELOPER:

.....

.....

The representatives of the parties for purposes of receiving notices in terms of the agreement shall be as follows:

DEVELOPER:

MUNICIPALITY:

20. APPROVAL

SIGNED at

on this theday of20....

AS WITNESS

1)

2)

for and on behalf of
(Full title of Municipality)

SIGNED at

on this theday of20....

AS WITNESS

1)

2)

for and on behalf of
(Full title of Developer)

OPTIONAL SECTIONS

A. THE DELIVERY OF GUARANTEES REGARDING THE INSTALLATION OF INTERNAL AND BULK SERVICES

- A.1 To enable the MUNICIPALITY to issue Certificates in terms of Sections 21 and 29 of the Witzenberg Land Use Planning By-Law (P.N 289/2015), the DEVELOPER shall deliver a guarantees(s), as set out more fully hereinafter.
- A.2 The DEVELOPER shall deliver a guarantee(s), issued by an approved Bank or other financial institution, for the proper fulfilment of all his obligations regarding the installation of the internal services which guarantee(s) shall be in the form prescribed and approved by the MUNICIPALITY. Regarding the time of delivery of such guarantee(s), the DEVELOPER's attention is drawn to the fact that no stand in the TOWNSHIP may be alienated before delivery of the said guarantee(s). The DEVELOPER shall be compelled to inform the MUNICIPALITY throughout his planning and program for the installation of the said services.
- A.3 The amount of the guarantee(s) is limited to the cost estimation of the said services, including professional fees, escalation and VAT, determined by the Consulting Engineer of the DEVELOPER and to the satisfaction of the MUNICIPALITY.

OR

The amount of the guarantee(s) shall be determined taking into consideration clause A.4 and A.6 below, limited to the highest estimate, or, if the TOWNSHIP is to be developed in phases, the highest estimate of a single phase, both calculated by the DEVELOPER's Consulting Engineer, to the satisfaction of the MUNICIPALITY.

OR

The guarantee(s) that have to be provided shall be for such amount or amounts as the MUNICIPALITY at its sole discretion may decide, and which shall be deemed to be adequate to cover the full cost of the installation of the said services.

- A.4 If the development of the TOWNSHIP is to take place in phases, the MUNICIPALITY may, after the completion of each phase, grant permission for the guarantee(s) to be transferred to the following phase or sub phase(s) provided that:
- Such transfer is put in writing; and
 - A retention guarantee of 5 % is provided in respect of each completed phase, which guarantee shall be valid up to 12 months after the MUNICIPALITY has taken over the relevant services.
- A.5 The MUNICIPALITY may at any time during the construction period, demand that the amount of the guarantee(s) delivered by the DEVELOPER be increased, and the MUNICIPALITY shall also be entitled to withhold any cancellation of any guarantee(s) until the contractor completing the work, if applicable and if such contractor has been appointed to complete incomplete or faulty work for the MUNICIPALITY, waives all of his retention rights in respect of the work in question.
- A.6 As soon as the MUNICIPALITY conducts a final inspection of all engineering services and signs a final inspection certificate, and, should the MUNICIPALITY so require, proof is received from a Land Surveyor that all stand pegs that were lost or disturbed have been correctly replaced, the MUNICIPALITY shall reduce the

guarantee(s) delivered to an amount equal to 5% of the final contract amount, which reduced guarantee shall then serve as a retention guarantee, which will expire at the end of the retention period, which retention period shall not be less than one year after proclamation of the TOWNSHIP or once the service(s) involved have been taken over by the MUNICIPALITY, whichever date is last provided further that the said Certificate shall not be signed and guarantees not be reduced, before any other service that may be damaged during construction, is repaired by the DEVELOPER.

- A.7 The MUNICIPALITY further reserves the right to, during the retention period, repair or see to the repair of any substantial defect, in the event that the DEVELOPER refuses/neglects to do so and having been given 30 (THIRTY) days written notice to repair such substantial defect. The MUNICIPALITY shall be entitled to claim the costs of such repairs from the retention guarantee(s) and should such funds be insufficient, any balance from the DEVELOPER.
- A.8 Uncompleted services are the reason why guarantees are required. The MUNICIPALITY however, reserves the right at all times to, without any notice to any party and in the event that the DEVELOPER fails to comply with the time periods set out in this Agreement, withdraw the Certificate in terms of Sections 21 and 29 of the Witzenberg Land Use Planning By-Law (P.N 289/2015)

B. LIABILITY AND INDEMNITY

Either party shall be liable to the other party arising out of or in connection with this agreement if a breach of an obligation in terms of this agreement is established. If it is considered that either party is liable to the other, compensation shall be payable only on the following terms:

- a) Such compensation shall be limited to the amount of reasonably foreseeable loss and damage suffered as a result of such breach, but not otherwise.
- b) In any event, the amount of such compensation will be limited to the amount (specify value e.g. equal to the professional fees paid to the DEVELOPER in terms of the agreement, excluding reimbursements and expenses)

C. HOME OWNERS' ASSOCIATION/BODY CORPORATE

The DEVELOPER shall arrange, if necessary, for the establishment of a Home Owners' Association in conformity with the requirements in terms of the Zoning Scheme regulations promulgated in terms of Section 24 of the Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013) and/or a Body Corporate in conformity with the Sectional titles Act No 95 of 1986.

The DEVELOPER shall produce proof to the MUNICIPALITY that a Home Owners' Association and/or Body Corporate has been established to control and maintain the common area, internal roads, side-walks, kerbing, channelling, storm water systems, street lighting and private open spaces and that the owners of all erven/units will be obligated to join and be members of the Home Owners' Association and/or Body Corporate and to contribute in the form of a levy, proportional according to the size of their portions to enable proper maintenance to be performed.

D. PHASED DEVELOPMENT

The MUNICIPALITY will only allow Phased development once it has approved the phases in terms of applicable legislation.

Conditions of Phased Development, (EXAMPLE ONLY):

Since the DEVELOPER wishes to complete the development in phases and the MUNICIPALITY has agreed to such phased development, and the sequence of such phased development is unknown, it is agreed as follows:

- 1) The DEVELOPER at its own risk will develop a first phase of the TOWNSHIP and will thereafter develop further phases in accordance with market demand.
- 2) The first phase to be developed by the DEVELOPER without undue delay, shall consist of an area such that none of the presently available capacities of the essential bulk services will be exceeded, and the DEVELOPER shall within a reasonable time submit to the MUNICIPALITY all documentation in respect of Phase 1 as contemplated in the Services Agreement together with a financial guarantee for the proper fulfilment by the DEVELOPER of his duties in regard to the installation of the essential internal and bulk services which are necessary for the said Phase 1. Notwithstanding any other terms of this agreement, this provision shall also apply to all further phases.
- 3) It is agreed that the MUNICIPALITY's existing infrastructure is sufficient to provide bulk services up to the following limits:

Maximum Peak Sewer Flow:	X l/s
Maximum Water Demand:	Y l/s
Maximum Electrical Demand:	Z kVA
- 4) In accordance with market demand, the DEVELOPER will submit detailed site development plans in respect of future phases and subject to the approval of each such site development plan (which approval cannot be unreasonably withheld) the DEVELOPER shall provide such documentation and financial guarantees, and generally do all such things, in respect of that phase as is required by the provisions of the Service Agreement.

WITZENBERG

MUNISIPALITEIT

UMASIPALA

MUNICIPALITY

- MEMORANDUM -

AAN / TO: Munisipale Bestuurder
VAN / FROM: Direkteur: Tegnieese Dienste
DATUM / DATE: 26 September 2018
VERW. / REF.: 15/4/R

VOORGESTELDE POSISIE VAN DIE ABLUSIEBLOK TE OP-DIE-BERG

1. **Doel**

Om die posisie van die munisipale ablusieblok soos per goedgekeurde kapitale begroting vas te stel.

2. **Agtergrond**

Die kapitale begroting onder die CRR befondsing, maak voorsiening vir die konstruksie van 'n ablusieblok ten bedrae van R500 000.00 (BTW uitgesluit).

3. **Bespreking**

Die huidige ablusieblok is geleë suid van SPAR wat nie toeganklik vir die publiek is nie.

Na ondersoek en gesprekvoering met Speaker en wyksraadslid is die mees geskikte ligging op erf 58, te Bergsigstraat, Op-die-Berg.

'n Area van 100 m² word benodig. Die totale erf grootte is 5 901,4m².

4. **Stadsbeplannings - Kommentaar**

Die eiendom is as onbepaald gesoneer. Daar is nie 'n spesifieke sonering vir publieke toilette nie.

Sien onderstaande liggingsplan.



5. Aanbeveling

Dat ongeveer 100 m² van erf 58, Bergsigstraat, Op-die-Berg, goedgekeur word as 'n geskikte terrein vir die konstruksie van munisipale ablusieblok soos per die **aangehegte** sketsplan.

J BARNARD
DIREKTEUR: TEGNIESE DIENSTE

WITZENBERG

MUNISIPALITEIT

UMASIPALA

MUNICIPALITY

- MEMORANDUM -

AAN : Technical Committee
VAN : Manager Water and Sewerage
DATUM: 1 October 2018
TRIM : 16/2/P

APPROVAL OF WATER SERVICES DEVELOPMENT PLAN

A. PURPOSE

The purpose of this memorandum is to get approval from the Technical Committee, and to recommend to Council for the approval of the Water Services Development Plan 2017 – 2021.

B. DISCUSSION

In terms of the Water Services Act, Act 108, 1997, a Water Services Authority must:

"14.(1) A water services authority must—

- (a) take reasonable steps to bring its draft water - services development plan to the notice of its consumers, potential consumers, industrial users and water services institutions within its area of jurisdiction;*
- (b) invite public comment thereon to be submitted within a reasonable time; and*
- (c) send copies of the draft water services development plan to the Minister. The relevant Province and all neighbouring water services authorities, 15*

- (2) A copy of the draft water services development plan. a copy of its summary. All written comments and a report on all comments other than written comments, must be—*

- (a) available for inspection at the offices of the water services authority; and*
- (b) obtainable against payment of a nominal fee.*

Adoption of development plan

- 15.(1) *A water services authority must consider all comments received by it before adopting a development plan.*
- (2) *A water services authority must, on request, report on the extent to which a specific comment has been taken into account or, if a comment was not taken into account, provide reasons therefore.*
- (3) *A water services authority must supply a copy of every development plan to the Minister. The Minister for Provincial Affairs and Constitutional Development. The relevant Province and all neighbouring water- services authorities,*
- (4) *A copy of the development plan*
 - (a) *must be available for inspection at the offices of the water services authority; and*
 - (b) *must be obtainable against payment of a nominal fee.*
- (5) *A water services development plan must form part of any integrated development plan contemplated in the Local Government Transition Act, 1993 (Act No. 209 of 1993), 35*

New development plan

16. *A water services authority must prepare and adopt a new development plan at intervals determined by the, Minister in consultation with the Minister for Provincial affairs and Constitutional Development, in accordance with the procedure set out in sections 12 to 15.*

Deviation from development plan

17. *No substantial deviation from a development plan is valid unless it is embodied in a new development plan adopted in accordance with the procedure set out in sections 12 to 16.*

Reporting on implementation of development plan

- 18.(1) *A water services authority must report on the implementation of its development plan during each financial year,*
- (2) *The report*
 - (a) *must be made within four months after the end of each financial year; and*
 - (b) *must be given to the Minister; the Minister for Provincial Affairs and 50 Constitutional Development, the relevant Province and every organisation representing municipalities having jurisdiction in the area of the water services authority.*

- (3) *The water services authority must publicise a summary of its report.*
- (4) *A copy of the report and of its summary must be*
 - (a) *available for inspection at the offices of the water services authority; and*
 - (b) *obtainable against payment of a nominal fee.*

In terms of the above legislation, Witzenberg Municipality has complied with all the requirements.

C. RECOMMENDATION

No comments were received from any of the parties mentioned in the legislation.
It is recommended that the Technical Committee approves the WSDP, and recommend to Council for approval.



N JACOBS
MANAGER: WATER AND SEWERAGE

WITZENBERG

MUNISIPALITEIT

UMASIPALA

MUNICIPALITY

- MEMORANDUM -

AAN / TO: Munisipale Bestuurder
VAN / FROM: Direkteur: Tegnieese Dienste
DATUM / DATE: 14 September 2018
VERW. / REF.: 17/3/2

VOORGESTELDE POSISIE VAN DIE "MRF" - "MATERIAL RECOVERY FACILITY" TE CERES

1. Doel

Om die posisie van die "MRF" soos per goedgekeurde kapitale begroting vas te stel.

2. Agtergrond

Die kapitale begroting onder die MIG/ESSEN/CRR befondsing, maak voorsiening vir die konstruksie van "MRF" ten bedrae van R16.9 m (BTW uitgesluit).

3. Bespreking

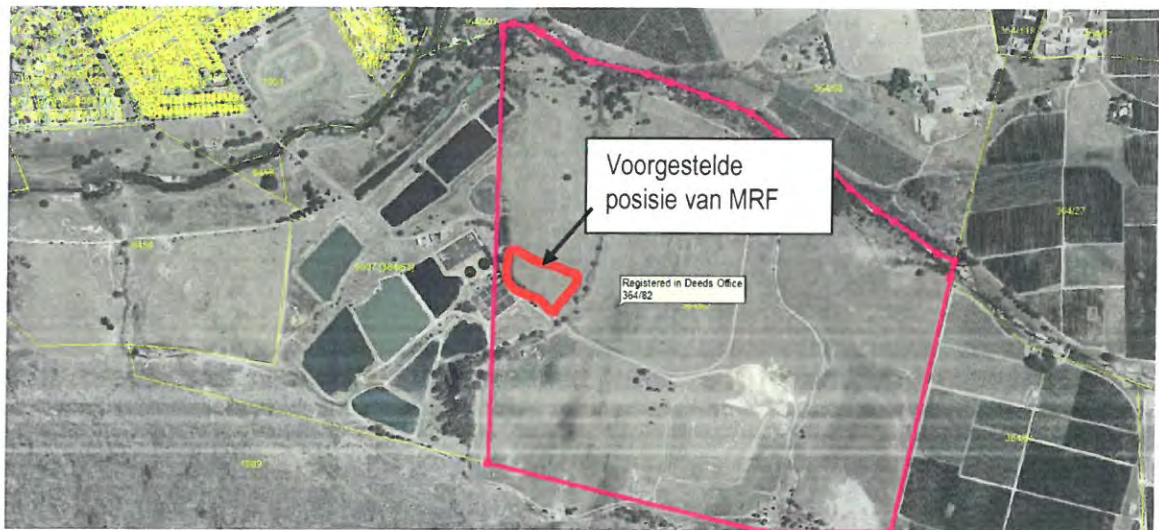
Volgens die 'National Environmental Waste Act 2008' moet ons vullis herwin en minder vullis stort by die vullisstortingsterreine.

Die mees aanvaarbare manier om hierdie te verrig is met 'n "MRF" – "Material Recovery Facility" wat beteken alle huishoudelike vullis word na die "MRF" geneem en daar geplaas deur die vullis verwyderingstrokke; waarna dit sorteer word deur hande arbeid op "conveyar" belde en die herwinbare materiaal word dan gebaal/gepers vir verkoop. Die nie-herwinbare materiaal word dan in vraghouders gestort en na die vullisstortingsterrein geneem.

Ceres is die mees sentrale dorp en word die meeste vullis hier gegenereer, daarom die voorstel dat die "MRF" te Ceres gebou word.

Die voorstel is dat die "MRF" gebou word op erf nommer 364/82 te Ceres, wat aan die oostelike kant is van die rioolsuiweringswerke. 'n Area van 4 000 m² word benodig.

Sien onderstaande liggingsplan.



4. Aanbeveling

Dat 4 000 m² van erf 364/82 Ceres, goedgekeur word as 'n geskikte terrein vir die konstruksie van "MRF" soos per die **aangehegte** sketsplan.

J. BARNARD
DIREKTEUR: TEGNIESE DIENSTE

WITZENBERG

MUNISIPALITEIT

UMASIPALA

MUNICIPALITY

- MEMORANDUM -

AAN / TO Director: Community Services

VAN / FROM: Manager Housing

DATUM / DATE: 10 January 2019

VERWYS/REF.: 17/04/P



HOUSING: REVISED FINANCED LINKED INDIVIDUAL SUBSIDY PROGRAMME

COMMITTEE FOR CONSIDERATION:

Committee for Housing Matters.

DELIBERATION:

Attached a self-explanatory circular from the DoHS regarding the revised Financed Linked Individual Subsidy Programme (FLIPS).

Municipalities are requested to communicate this information to their communities.

RECOMMENDATION:

For information.

A handwritten signature in black ink, appearing to read 'J. Mackenzie'.

CJ MACKENZIE
MANAGER HOUSING:

A handwritten signature in black ink, appearing to be a stylized 'JF'.

~~Approved/Not approved~~
ACTING DIRECTOR: COMMUNITY SERVICES





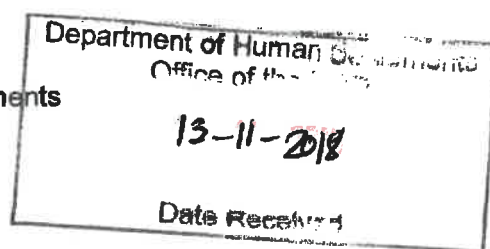
human settlements

Department:
Human Settlements
REPUBLIC OF SOUTH AFRICA

Private Bag X644 Pretoria 0001 RSA Tel (012) 421 1311 Fax (012) 341 8512
Private Bag X9057 Cape Town 8000 RSA Tel (021) 466 7600 Fax (021) 465 3610
<http://www.housing.gov.za> Fraud Line: 0800 701 701 Toll Free Line: 0800 1 46873 (0800 1 HOUSE)

Reference: 11/2/1/1

Mr T Mguli
Head of the Department
Department of Human Settlements
Private Bag X9083
CAPE TOWN
8000



Dear Mr. Mguli

AMENDMENTS: REVISED FINANCED LINKED INDIVIDUAL SUBSIDY PROGRAMME (FLISP)

At its meeting held on 28 July 2018, Human Settlements: MINMEC considered the amendment of FLISP and approved amendments that cover a wide range of aspects that will be implemented with immediate effect. The approved amendments are as follows:

- 1. The increase in the FLISP Subsidy Quantum and changes on the upper income range:** House prices and building cost have increased and households in "affordable housing market" can no longer afford houses previously available in the market. The upper income threshold for qualifying beneficiaries has been changed from R15 000 up to R22 000. The applicable subsidy quantum has been increased and the details thereof are depicted in Annexure A to this letter.
- 2. National Implementing Agent:** It was approved that a National Implementing Agent be appointed to serve both the private sector and public sector markets.
- 3. Funding arrangements:** To ensure the successful management and implementation of the FLISP in all Provinces, the HSDG allocation will be "top sliced" at National level and allocated to the National Implementing agent. This will include the allocation of the Operational funding to the Agent.
- 4. Role of province:** The Provinces will be able to set aside funds for the implementation of FLISP and aligning FLISP in their own IRDP projects from their annual HSDG allocations. Provinces will administer FLISP applications in respect of IRDP projects where stands are sold to qualifying beneficiaries. Provinces will be allowed to construct houses for the FLISP subsidy beneficiaries. Provinces are expected to set aside funds for the implementation of FLISP in their own IRDP projects from the annual HSDG allocations. Provinces by agreement with the implementing agent will also administer their FLISP subsidy portfolio at their cost. In the event a Province selects to administer this FLISP portfolio in house, the Province will finance such portfolio from its provincial operational budget.
- 5. Exemption of FLISP from Provisions of section 10A and 10B of the Housing Act:** It was also agreed that the sales restriction provisions under Section 10 of the Housing Act, 1997 (Act No. 107 of 1997) hampers the successful implementation of FLISP and should not be applied on all

properties acquired through a FLISP. However, it was confirmed that the provisions under section 10B(5) provides an alternative relief and must be applied retrospectively whilst the matter is addressed by means of an amendment to the Housing Act, 1997.

6. **Enhanced scope:** It was approved that the scope of the FLISP portfolio be expanded to include non-mortgage options such as housing loan facility, short term loans , savings linked schemes including the following:

a. **Pension/Provident Fund Backed Loans:** Persons receiving such loans will now be allowed to participate to FLISP. These loans are personal loans issued against the security provided by the relevant Pension Funds. The loans are linked to the acquisition of residential properties and personal loans are issued by registered lenders. The collateral is linked and is based on the accumulated retirement contributions of the applicant.

80 b. **Deed of sale transactions:** In terms of the Alienation of Land Act, 1981 a person may enter into a written agreement to purchase a residential property in monthly instalments over an agreed period. Transfer of ownership of the property is not immediately registered in the Deeds Office and the seller remains the legal registered owner of the property. Transfer of ownership is only effected only after a prescribed percentage of the purchase price has been paid by the purchaser in line with the deed of sale agreement. Persons who bought a property on a Deed of Sale basis now qualify for participation to the FLISP. The application will only be considered when the applicant intends to take transfer of the property. The financing thereof may be by means of a mortgage or personal loan or the subsidy may be adequate to pay the balance of the purchase price.

7. **Alignment with the Government Employees Housing Subsidy scheme (GEHS):** It was also approved that public servants who receive housing assistance *via* the GEHS will in future qualify for participation to the FLISP programme. The GEHS will be administered by a National GEHS Administration Office and public servants must enrol with the Administrator under the GEHS to qualify for assistance.

8. In addition thereto the National Department was tasked to finalise the financial modelling for the other non-mortgage options (such as savings schemes) and resolve final administrative arrangements regarding the modalities, sequencing, budgetary and operational implications of top slicing, and programmatic interface between Province and the Implementing Agency.

My Department is currently preparing a notice to be placed in the Government Gazette and also updating the FLISP policy guidelines and these will be forwarded in due course.

As an interim measure to inform the public at large and other role players such lenders allocating mortgage loans, pension funds, etc. all provinces are advised to inform the key stakeholders about the revised FLISP provisions and the impending new administrative arrangements applicable thereto and undertake intensive communication campaigns where feasible.

It is trusted that these amendments will contribute positively towards housing delivery in your Province.

Yours sincerely,


SM TSHANGANA
DIRECTOR-GENERAL

DATE: 05/10/2018

Finance-linked Individual Subsidy Programme
Subsidy Quantum Table
Implementation date: 28 July 2018

Upper limit	R 121 626.00
Lower Limit	R 27 960.00

Step Number	Increment Band		Quantum
	Lower	Higher	
1	R 3 501.00	R 3 700.00	R 121 626.00
2	R 3 701.00	R 3 900.00	R 120 585.00
3	R 3 901.00	R 4 100.00	R 119 545.00
4	R 4 101.00	R 4 300.00	R 118 504.00
5	R 4 301.00	R 4 500.00	R 117 463.00
6	R 4 501.00	R 4 700.00	R 116 422.00
7	R 4 701.00	R 4 900.00	R 115 382.00
8	R 4 901.00	R 5 100.00	R 114 341.00
9	R 5 101.00	R 5 300.00	R 113 300.00
10	R 5 301.00	R 5 500.00	R 112 259.00
11	R 5 501.00	R 5 700.00	R 111 219.00
12	R 5 701.00	R 5 900.00	R 110 178.00
13	R 5 901.00	R 6 100.00	R 109 137.00
14	R 6 101.00	R 6 300.00	R 108 097.00
15	R 6 301.00	R 6 500.00	R 107 056.00
16	R 6 501.00	R 6 700.00	R 106 015.00
17	R 6 701.00	R 6 900.00	R 104 974.00
18	R 6 901.00	R 7 100.00	R 103 934.00
19	R 7 101.00	R 7 300.00	R 102 893.00
20	R 7 301.00	R 7 500.00	R 101 852.00
21	R 7 501.00	R 7 700.00	R 100 811.00
22	R 7 701.00	R 7 900.00	R 99 771.00
23	R 7 901.00	R 8 100.00	R 98 730.00
24	R 8 101.00	R 8 300.00	R 97 689.00
25	R 8 301.00	R 8 500.00	R 96 648.00
26	R 8 501.00	R 8 700.00	R 95 608.00
27	R 8 701.00	R 8 900.00	R 94 567.00
28	R 8 901.00	R 9 100.00	R 93 526.00
29	R 9 101.00	R 9 300.00	R 92 486.00
30	R 9 301.00	R 9 500.00	R 91 445.00
31	R 9 501.00	R 9 700.00	R 90 404.00
32	R 9 701.00	R 9 900.00	R 89 363.00
33	R 9 901.00	R 10 100.00	R 88 323.00
34	R 10 101.00	R 10 300.00	R 87 282.00
35	R 10 301.00	R 10 500.00	R 86 241.00
36	R 10 501.00	R 10 700.00	R 85 200.00
37	R 10 701.00	R 10 900.00	R 84 160.00
38	R 10 901.00	R 11 100.00	R 83 119.00
39	R 11 101.00	R 11 300.00	R 82 078.00

40	R 11 301.00	R 11 500.00	R 81 038.00
41	R 11 501.00	R 11 700.00	R 79 997.00
42	R 11 701.00	R 11 900.00	R 78 956.00
43	R 11 901.00	R 12 100.00	R 77 915.00
44	R 12 101.00	R 12 300.00	R 76 875.00
45	R 12 301.00	R 12 500.00	R 75 834.00
46	R 12 501.00	R 12 700.00	R 74 793.00
47	R 12 701.00	R 12 900.00	R 73 752.00
48	R 12 901.00	R 13 100.00	R 72 712.00
49	R 13 101.00	R 13 300.00	R 71 671.00
50	R 13 301.00	R 13 500.00	R 70 630.00
51	R 13 501.00	R 13 700.00	R 69 590.00
52	R 13 701.00	R 13 900.00	R 68 549.00
53	R 13 901.00	R 14 100.00	R 67 508.00
54	R 14 101.00	R 14 300.00	R 66 467.00
55	R 14 301.00	R 14 500.00	R 65 427.00
56	R 14 501.00	R 14 700.00	R 64 386.00
57	R 14 701.00	R 14 900.00	R 63 345.00
58	R 14 901.00	R 15 000.00	R 62 304.00
59	R 15 001.00	R 15 200.00	R 61 264.00
60	R 15 201.00	R 15 400.00	R 60 223.00
61	R 15 401.00	R 15 600.00	R 59 182.00
62	R 15 601.00	R 15 800.00	R 58 141.00
63	R 15 801.00	R 16 000.00	R 57 101.00
64	R 16 001.00	R 16 200.00	R 56 060.00
65	R 16 201.00	R 16 400.00	R 55 019.00
66	R 16 401.00	R 16 600.00	R 53 979.00
67	R 16 601.00	R 16 800.00	R 52 938.00
68	R 16 801.00	R 17 000.00	R 51 897.00
69	R 17 001.00	R 17 200.00	R 50 856.00
70	R 17 201.00	R 17 400.00	R 49 816.00
71	R 17 401.00	R 17 600.00	R 48 774.90
72	R 17 601.00	R 18 000.00	R 47 734.00
73	R 18 001.00	R 18 200.00	R 46 693.00
74	R 18 201.00	R 18 400.00	R 45 653.00
75	R 18 401.00	R 18 600.00	R 44 612.00
76	R 18 601.00	R 19 000.00	R 43 571.00
77	R 19 001.00	R 19 200.00	R 42 531.00
78	R 19 201.00	R 19 400.00	R 41 490.00
79	R 19 401.00	R 19 600.00	R 40 449.00
80	R 19 601.00	R 19 800.00	R 39 408.00
81	R 19 801.00	R 20 000.00	R 38 367.60
82	R 20 001.00	R 20 200.00	R 37 327.00
83	R 20 201.00	R 20 400.00	R 36 286.00
84	R 20 401.00	R 20 600.00	R 35 245.00
85	R 20 601.00	R 20 800.00	R 34 205.00
86	R 20 801.00	R 21 000.00	R 33 164.00
87	R 21 001.00	R 21 200.00	R 32 123.00
88	R 21 201.00	R 21 400.00	R 31 082.00
89	R 21 401.00	R 21 600.00	R 30 042.00
90	R 21 601.00	R 21 800.00	R 29 001.00
91	R 21 801.00	R 22 000.00	R 27 960.00

WITZENBERG

MUNISIPALITEIT

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- MEMORANDUM -

AAN / TO : Director Community Services
VAN / FROM : Manager Amenities and Environment
DATUM / DATE : 4 April 2018
VERW. / REF : 17/1912

REPORT: SITE MEETINGS AND PUBLIC PARTICIPATION PROCESS: PARKS INNOVATION PROGRAMME

1. Purpose:

To report on the outcome of the site meetings and public participation process of the above mentioned initiative.

2. Background:

The Council resolved on 28 March 2018 that the Director: Community Services will give feedback to Council at the next meeting with regard to the Public Participation Process in respect of the maintenance of play parks.

Parks had always been an important part of the community. It's the space that the community utilise to relax, a place where the children come to play. Therefore, it's important that these open spaces be kid-friendly and safe for the community to use.

There are 28 parks (open spaces with playpark equipment) and 2 jungle gyms situated within the different towns/ neighbourhoods of the municipality. All are on different levels of appearance.

The purpose was thus to receive feedback and input from the community re. the management and preferred development of the different parks. Youth ambassadors obtained door to door information from inhabitants, while several site meetings were held within the different towns/ neighbourhoods during February and March 2018.

2.1 Meetings were held in the following areas and the comments is as follows:

CERES	NDULI
Trees	Zone 14: Door to door information
❖ Security	❖ More Equipment for children with fencing around the park.
❖ Go Cart Track.	❖ Plant some trees.
❖ Skateboard Park.	❖ Remove the old cars around the park.
❖ Wi-fi.	❖ Fix street lights.

Kindly address all correspondence to the Municipal Manager / Rig asseblief alle korrespondensie aan die Munisipale Bestuurder / Yonke imbelelwano mayithuyelwe kuMlawuli kaMosipala

A municipality that cares for its community, creating growth and opportunity!

'n Munisipaliteit wat omgee vir sy gemeenskap en groei en geleenthede skep!

Umasipala olukhathaleleyo uluntu lwakhe, odala ukukhula namathuba!

- ❖ Mini Golf Baan/ Putt Putt.
- ❖ Mini Cobra (Soos Ratanga Junction).
- ❖ Mini Zip Slide.
- ❖ Better "flakkie"cricket space.
- ❖ Benches.
- ❖ Veelvoudige Baan (Netbal, Golf, Rugby)
- ❖ Giant Chess space.
- ❖ Picnic Vibe Parkie.
- ❖ Bins.
- ❖ Fiets Park/Ramp.
- ❖ Trampoline
- ❖ Spring Kasteel
- ❖ Games (Touspring, Hokkie Spring).
- ❖ Jetsky Games.
- ❖ Braai Facilities

Meeting: Feb 2018 (Oranje str. park; 15 people attended)

- ❖ Fencing around the park
- ❖ Lights (broken)
- ❖ Upgrade of equipment
- ❖ Keep control of who enters park
- ❖ Removal of skip
- ❖ Maintenance of trees in front of lamp poles
- ❖ Recreational area for children like cricket
- ❖ Bench
- ❖ Clean dirty area (glass, condoms etc)

Meeting: Slabbert Str Park: 06 March 2018 (5 people attended)

- ❖ Lights
- ❖ Security
- ❖ New equipment
- ❖ Chairs and tables

- ❖ Resting tables for adults.
- ❖ Supervision for the park.
- ❖ Accommodate the adults as well.
- ❖ Educational games.
- ❖ Small swings for children.
- ❖ Brick wall instead of fencing.

Meeting: 21 Feb 2018; 37 People attended (ERF 8259-BUBELELAAN)

- ❖ They recommend streetlights, slabs/fencing around the park (closed during night)
- ❖ Toilets in the park.
- ❖ Trees in the park, bins, taps
- ❖ The equipment must accommodate all age groups and must be maintained
- ❖ Dangerous remains of "rondtomtalie" must be removed
- ❖ Must be cleaned of rubbish
- ❖ Plan for development of park and presented to people
- ❖ 'Opsigter"to be appointed
- ❖ More clearer lights

MooiBlom Park: Door to door Information

- ❖ Security
- ❖ Fencing
- ❖ Upgrade the park
- ❖ Must be beautified

Meeting: Fabriek Street

- ❖ 6 people attended
- ❖ They did not give any inputs about the park.
- ❖ Instead they complained about youth ambassadors not following the right channel (ward committees).

Meeting: Dennesingel

- ❖ Only invitations been given out

Meeting: Stofberg

<ul style="list-style-type: none"> ❖ Replace bin <p>Meeting: 4th Avenue Park (1 person attended)</p> <ul style="list-style-type: none"> ❖ Chairs ❖ Bins ❖ Space for Rollerblade activities ❖ Remove storm water drain ❖ Painted tyres (cut in half) around park and under equipment. ❖ Add chairs and new play equipment ❖ "Glyplank" and "ronodtomtalie" must be erected 	<ul style="list-style-type: none"> ❖ Only invitations been given out
BELLA VISTA	PA HAMLET
<ul style="list-style-type: none"> ❖ Verwyder Die Buite Gym. ❖ Meer Sitplekke buite vir mense, asook meer bome vir koelte. ❖ Sekuriteit vir parke. ❖ Beligting moet aandag kry. ❖ Geen Parke (Dit is 'n mors van tyd en geld). ❖ Geriwe vir jongmense (Braai areas). ❖ Beter Omhuining. ❖ Bome. ❖ Oublok gemeenskap is ongelukkig, want Munisipaliteit het nie vir hulle geraadpleeg nie. Hulle soek 'n park, nie 'n gym nie, want die groter klonge rook dagga, drink en jag die jong kinders weg. <p>Meetings: 22 Feb 2018 (Jakaranda Parks: 2)</p> <ul style="list-style-type: none"> ❖ No people attended. <p>01 March 2018: Only two people attended. (Olyf str)</p> <ul style="list-style-type: none"> ❖ Grass needs to be planted ❖ Clean the park ❖ Needs security. 	<ul style="list-style-type: none"> ❖ Security for Parks. ❖ Skate Park. ❖ Fencing for Park. ❖ Sport Activities. ❖ Relaxing place for the youth. ❖ Parks must be maintained and recovered on a yearly base. ❖ Gym. <p>Meeting: 19 Feb 2018: Alfred Nzo- Ashley Krielstraat</p> <ul style="list-style-type: none"> ❖ No one showed up for the meeting at both 1st avenue Park and phase 4 park. ❖ Went door to door at 7 households closest to park. Comments were as follow: ❖ Clean the park (stones) ❖ Fencing around the park ❖ Security ❖ New play equipment ❖ Trees and grass (2 trees) ❖ "Opsigter" to be appointed ❖ 1 person would take ownership
OP DIE BERG	WOLSELEY
<ul style="list-style-type: none"> ❖ Bome en Gras. ❖ Sekuriteit vir parke. 	<ul style="list-style-type: none"> ❖ Park moet verskuif word na 'n veiliger omgewing. ❖ Sekuriteit vir die park. ❖ Meer toerusting en geriewe op die park vir almal

<ul style="list-style-type: none"> ❖ Meer fasiliteite. ❖ Park moet verskuif word, nader aan die gemeenskap waar dit veilig is. ❖ Gym Park. ❖ Ligte. ❖ Braai geriewe vir jongmense asook ouer gades. ❖ Swembad. ❖ Park moet gesluit kan word. <p>Meeting: 20 Feb 2018 (5 people attended)</p> <ul style="list-style-type: none"> ❖ Security ❖ Clean regularly (CWP supervisor offered that CWP people can clean it) ❖ Keep it locked at night ❖ Lights 	<p>(Kinders, jongmense en grootmense).</p> <ul style="list-style-type: none"> ❖ Daar moet bome geplant word by parke asook in dorp self. ❖ 'n Swembad sal wardeer word. ❖ Omhuinings vir parke. ❖ Gym toerusting vir buite. <p>Meeting: 21 Feb 2018 (11 people attended)</p> <ul style="list-style-type: none"> ❖ Tables and chairs ❖ Trees and garden ❖ New equipment: divided according to age groups ❖ Grass ❖ Fencing around the park.
TULBAGH	
<ul style="list-style-type: none"> ❖ Grass and Trees. ❖ Tables and Chairs. ❖ Swimming Pool. ❖ Security for Parks. ❖ Fencing for parks. ❖ Taxi rank. ❖ Braai areas for youngsters. ❖ Vegetable Garden. 	<p>Meeting: 19 Feb 2018 (10 people attended)</p> <ul style="list-style-type: none"> ❖ Speedbumb infront of park ❖ Security ❖ Fencing around the park ❖ New equipment ❖ Bins ❖ Lights ❖ Paint of park ❖ Grass ❖ Space to play sport ❖ Open gym ❖ Braai area

3. DELIBERATIONS:

- The greatest concerns were the lack of a caretaker and fencing to secure the parks specifically at night.
- Improve beautification with reference to the planting of trees and planting/ maintaining of grass.
- Vandalised equipment
- Improve security ~~more~~ lights and repair damaged lights
- Nduli and Wolseley inhabitants requested equipment to accomodate different age groups
- Tulbagh, Bella Vista, Op die Berg, Ceres and PAH identified the need for areas with braai facilities where the youth can relax
- A shortage of Street furniture, e.g bankies, tables and refuse bins

- Roundabouts and seesaws are still the most favourite playpark equipment
- Bella Vista inhabitants requested the removal of the outdoor gym as the youngsters use it for drinking and smoking of dagga; they want a park.
- Remove the skips from the parks
- Ceres inhabitants came with a total new approach. They identified a need for:
 - Go cart track
 - Skateboard park
 - Putt-putt track
 - Giant chess
 - Trampolines
 - Rollerblade track
 - Spring castles
 - Cycle park with ramps
 - Wi Fi
- Nduli and Bella Vista requested to be involved in future park developments and the positioning thereof.

Concerns from the municipality's side:

- there were areas where inhabitants showed no interest and did not attend the meetings
- in only 3 neighbourhoods inhabitants indicated that they will take ownership of the park.

4. FINANCIAL IMPLICATIONS:

A repairs & maintenance budget is available for parks no budget is available for security or a designated worker at parks as well as no Capital budget.

5. RECOMMENDATION:

For further consideration by the Executive Mayoral Committee.


H. TRUTER
 Manager Amenities and Environment


JS. KRIEGER
 Director: Community Services

WITZENBERG

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- MEMORANDUM -

Date: 5 September 2018

Application: Relocation of established Nduli Carwash to Erven 5145

Name of Business: Ngcani Carwash

Nature of ownership: Pty Limited

Business Owner: Mzukisi Paulus Matha

BEE Compliancy: 100% BEE Compliancy

Nature of Business: Car washing service

Current address of business premises: Chris Hani Street 196, Nduli, Ceres

History of business:

Business have been operating for 6 years since 2012 at an address which the business owner does not own (Chris Hani Street 196, Nduli, Ceres). The Business comprise of a car washing service for taxi's, busses, trucks & vehicles. The business currently employs 4 temporary and 5 permanent workers.

Currently the business wash +-1040 vehicles per month. The peak times are Mondays, Thursdays, Fridays, Saturdays and Sundays. The majority of vehicles that are washed during Saturdays and Sundays are taxis and busses. The business manages to retain its clients, which is the reason for the high volume of cars being washed.

The Business' average revenue per month is between R24000-R42000, with the expenditure (overhead costs, cleaning materials, salaries) being on average R22000 - R40,000, depending on the revenue each month.

The current competition is 2 other carwashes also situated in Nduli, but they are not a threat, due to the low amount of cars that they wash.

The business owner has an arrangement with the current business premises owner to pay R10 per vehicle washed as rent, which amounts to +- R10,000 - R17500 per month (depending on the amount of cars washed). The amount rent that the business owner is paying, places a cap on the profit, as the business owner does not have negotiating leverage for a lower amount of rent (due to the risk of losing the right to operate the business at the current business owner's premises).

Business owner proposal:

Ngcani Carwash has requested that the business premises be relocated to Erven 5145, which is situated at the first entrance in Nduli, at the left side of the road, in front of the sportfield and just before the Old Nduli Fire Building. There is currently a problem with the big amounts of water that flow down the streets from where the business is operating from (the storm water infrastructure is being blocked frequently), together with the safety risk of children crossing the street near the carwash.

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- MEMORANDUM -

There will be concrete slabs constructed in the new premises for the cars to be washed on, as well as a temporary Wendy-house. There will also be wires erected around the fences. The owner have the capital to construct the slabs, procure the small Wendy-house and the fence.

Benefits of the proposal & impact on the local community:

Relocating the business to the new site will enable the business owner to have a bigger space for washing vehicles (bigger and safer parking space), eliminate the safety risk for the local children and will ensure that the business can be more profitable (as the big amount of rent that the business owner must pay will equate to operating savings). The business owner will be also able to employ more permanent staff, due to the rental saving and possible increase in revenue when luring new clients (which increase the demand for labour).

Possible risks of the proposal:

Possible risks of the proposal can be the location, as it is relatively close to the entrance of Nduli, with cars entering and exiting closeby. This is a risk that can be effectively managed.

Viability of proposal

As the business have been operating successfully for 6 years, the proposal is viable financially. The amount of clients (+1040 vehicles per month) also indicate a steady client base, which is paramount for financial sustainability for the business.

The location is close to the Vredebes entrance, which can lure more business from the nearby communities towards the car wash. The bigger space available will also cater for an increase in potential clients, due the ability to wash more vehicles at a time.

Municipal officials have conducted a site visit at the new proposed premises; official inputs will be requested from the Technical Department & Traffic Department regarding the location viability.

Additional Assistance form the Municipality:

A request have been made for a financial business course to strengthen the business financially. It is also requested if the Municipality can assist with fencing around the new premises.

Recommendation

For Council to give consideration to the above mentioned request from Ngcani Carwash for a lease agreement in order to relocate the carwash business to Erven 5145.

See attached:

- Request from Ngcani Carwash (in IsiXhosa)
- Map of proposed location (marked with "A")
- Inputs from Managers



R Fick

Acting Socio-Economic Development Manager

Namung'ici wageni MZUKU 8; MATHA

Mr Nelson ndinezi. Ceto Soku Jumanne
indawo enkulu eyo ku Se beyela ukuba
umoto kuba ndine ndaki nge indawo endi
kuyo incinci kakhulu kubanababese beyi-
bam abakwazi ku Se beyi makukhile
Nabantwana ndiya baki Se be umoto
Si Motuba Shayi ndine ndaki Se be
Indine S.S. Co. eSungato Nditwazi
Nakwenzeka imal ebhetele kunale eNkro 8

From

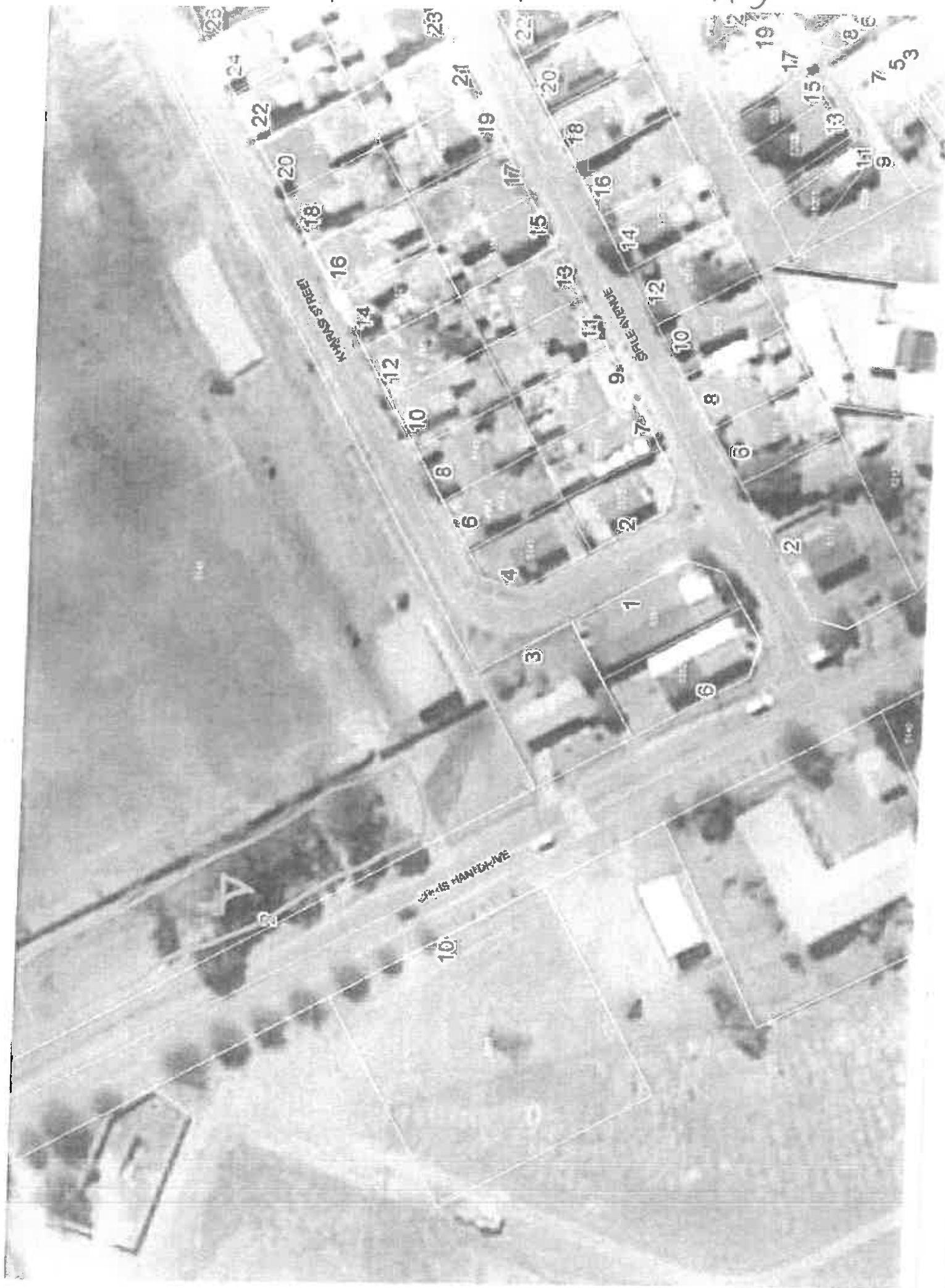
MZUKU 8;

MATHA

20/8/9/5.

M.M.

Map of Site. (Marked with "A")



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- MEMORANDUM -

Application: Relocation of established Nduli Carwash to Erven 5145

Inputs from Managers:

1) Water and sewage (Nathan Jacobs)

- No objection
- See attached service plan

2) Town Planning (Hennie Taljaard)

- Objection given
- After thorough consideration I am of opinion that the premises is not suitable for a car wash
- In the case which Council decide to approve the proposal, the applicant must apply for departure

3) Legal Advisor (Liza-Mari Nieuwenhuis)

- No objection, on conditions of the following:
- Rental contract must be included and Council must determine the duration of the rent
- The rental amount must be determined
- The lessee must take responsibility for the connection of services, as well as monthly services
- The lessee must be responsible for his own insurance and security
- The lessee take the premises as is; the Municipality are not covering the costs of levelling the ground

4) Stormwater (Elton Lintnaar)

a) Stormwater

- Stormwater can be discharged in an existing stormwater channel in front of erven

b) Roads

- According to the report there are 1040 vehicles per month at the business. Their peak traffic is 5 days per week. It calculates as follows: $1040/4\text{weeks}/5\text{days}/8\text{hours} = 7$ vehicles will be served per hour. This should not have a problematic traffic impact on Chris Hani drive, subject to traffic marks and signs to be placed that are enforced by Law Enforcement. No stop roadmark in Chris Hani drive in front or opposite the erven with no parking signs.

Water and Sewage site plan



- MEMORANDUM -

AAN / TO: Committee for Rural Economic Development
VAN / FROM: Acting Manager: Socio Economic Development
DATUM / DATE: 27 September 2018
VERWYS/REF.: Proposal for utilization of Busy Bee Building Erven 1567, Piet Retief Str, Tulbagh

Aim of the report

The purpose of the report is to determine the utilization of the old Busy Bee building in Tulbagh, Erven 1567, Piet Retief Str, Tulbagh.

Background

The building on Erven 1567, Piet Retief Street, Tulbagh (known as the Busy Bee building), has been vacant since the 1st of March 2018. DPSA Tulbagh was the previous lessee from 1 October 2013, with the lease not being renewed by Witzenberg Council. The current lessee was obligated to evacuate the building by the end of February 2018.

Request

It is requested that the Council of Witzenberg provide suggestions for the utilization of the building.

Recommendation

A current proposal is on the table for the building to be provided to Tulbagh Tourism in order to utilize the building to expose local tourism entrepreneurs from Witzenville and Chris Hani to tourists visiting the area. The recommendation is also that the building must contribute towards economic transformation through tourism and skills impartation.



Mr. R Fick
Acting Manager: Socio-Economic Development



MR D NASSON
MUNICIPAL MANAGER

