



Verslag ♦ Ingxelo ♦ Report

Office of the Director: Electrical Engineering Services
16 February 2024

16/2/B
All Wards

ITEM 3.1 OF THE AGENDA OF THE EXECUTIVE MAYORAL COMMITTEE MEETING TO BE HELD ON 21 FEBRUARY 2024

SUBJECT: ELECTRICITY COST OF SUPPLY STUDY FEEDBACK

1. BACKGROUND

All licensed electricity distributors (Eskom, Municipalities and private) must on an annual basis apply to NERSA for approval of proposed tariff increase. In the past NERSA published a Municipal Tariff guideline after approval of the Eskom Retail Tariff Structural Adjustment. This guideline with benchmarks document was used to guide municipalities in compiling its annual tariff increase. It also provided a guideline increase that was based on the Eskom bulk increase cost and other municipal costs. The guideline increase then served as an indicator for municipalities and those wishing to apply for a higher increase needed to make presentation to NERSA and submitted a Cost of Supply study.

NERSA's approach of using the benchmarking and guideline approach was challenged in court and the High Court ruled it unlawful. The judgement offered NERSA an opportunity to revise the Municipal Tariff Guideline to make it compliant with Section 15 of the ERA. NERSA has now embarked on a new process which requires all municipalities to submit a Cost of Supply Study together with their annual tariff increase application.

NERSA has indicated that the new process will start in 2023/24 for the 2024/25 tariff increase applications. A requirement of the new process is that all municipalities need to submit a Cost of supply study with their applications together with budget projections for the next three years. According to the new process municipalities need to submit their applications for 2024/25 by 01 March 2024 which is challenging in a number of aspects.

- It is almost 12 weeks earlier than in the past (Mid May)
- It is before the 90 day budget submission to Council
- It is before any public participation process

Swartland embarked on an electricity cost of supply study during the last quarter of 2023. The study was conducted by Mr Hendrik Barnard, an expert in the field, on behalf of Swartland and he had various engagements with our staff. The Draft report will be circulated for information.

The process involved the following steps:

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|--|----------------------------------|
| • Data gathering | Revenue, Expenses, Manplan |
| • Ringfencing | Allocating cost to departments |
| • Allocation of network costs to customer categories | Allocating cost per network type |

- | | |
|-------------------------------------|--------------------------------------|
| • Pricing Principles and Objectives | X-subsidisation, Fixed and Variable |
| • Existing Tariff analysis | Sales and Revenue |
| • Revenue requirement | Real requirement after ringfencing |
| • Development of appropriate tariff | Tariff restructuring proposals |
| • Impact Analysis | Impact on customer groupings/tariffs |
| • Phasing and implementation | Proposals for consideration |

While the study is not yet 100% finalised it is prudent to share the results and proposal for consideration at this time since the application for a tariff increase and the Cost of Supply study, supporting the application, needs to be submitted to NERSA by 01 March 2024.

In short the following highlights from the study:

- Current electricity tariffs are not cost reflective and needs attention
- Certain customer categories are under charged and others are over charged
- The lack of fixed components in the tariffs makes the municipality vulnerable to a reduction in sales and the sustainability of the electricity business
- The allocation of Capacity charges will assist/force customers to manage their load and assist the municipality to manage maximum demand exceedances
- More customers should be moved on to the Time of use tariff to force behaviour changes and assist in managing bulk purchase costs
- SSEG and Wheeling should be supported as initiatives to lower bulk purchase cost and managing the maximum demand

2. LEGISLATION

In terms of the Electricity Regulation Act 2006 NERSA has the power to decide on electricity tariffs and in terms of the ruling by the High Court NERSA has embarked on a different process to deal with tariff increase applications starting with the 2024/25 applications.

Failure by municipalities to submit the required cost of supply study and relevant submissions by 01 March 2024 will make it difficult, if not impossible for NERSA to review an application and the likelihood of been granted an increase is at risk.

4. FINANCIAL IMPLICATION

The proposed structural tariff changes aim to ensure revenue neutrality for the municipality but it also tries to ensure sustainability of the electricity revenue in that it introduces fixed and variable charges for all tariff categories to ensure the municipality recovers at least its costs (bulk purchases and operational expenses) even when the electricity sales drop due to the implementation of load shedding and more customers installing solar panels to meet their energy needs.

The impact on individual customers and customer groupings are however not neutral. Some customers will see higher tariffs and others will see lower tariffs. Based on consumption patterns not all customers in the same tariff category will experience the same increase or decrease.

The introduction of time of use tariffs to more customers should also assist in managing the bulk purchases account from Eskom since it will send a pricing signal to the customers to use their energy at different time periods (Time of Use). The introduction of Capacity charges and Demand charges (previously only demand charges) will also promote the managing of maximum demand by the customers while ensure income to the municipality to maintain the infrastructure.

Based on the analysis of the existing tariffs when compared to the cost of supplying the specific customers the indication is that some customers are being over charged while others are undercharged. This is particularly true for the indigent customers which is to be expected based on the subsidy that they receive.

This imbalance cannot be corrected within one financial year and there will always be cross subsidisation of some sort from the larger customers to the individual customers and thus it is proposed to phase the structural changes in over a period of time to smooth the impact.

5. ALIGNMENT WITH THE INTEGRATED DEVELOPMENT FRAMEWORK

The charging of affordable and sustainable tariffs aligns well with Strategic Goal 3 of the municipality:

- Quality and reliable services (optimally maintain electrical network infrastructure)
- Ensure sustainable electricity tariffs

6. RECOMMENDATION

- (a) That the Executive Mayoral Committee (EMC) take note of the process that was followed to conduct the cost of supply study
- (b) That the EMC take note of the outcomes of the cost of supply study and the proposed structural changes in the tariff structure as well as the impact of the structural changes on the various customer categories
- (c) That the EMC support the phased implementation of the proposed structural changes over a period of 3 years 
- (d) That the EMC take note of the process changes in the submission requirements from NERSA regarding the annual tariff increase application
- (e) That the EMC recommend the proposed structural changes to the Council for inclusion in the public participation process as part of the 2024/25 proposed budget and tariffs
- (f) That the EMC support the submission of the Cost of Supply study to NERSA by 01 March 2024 together with Budget projections for the next three years as per the NERSA request.

(get) T Möller

MUNISIPALE BESTUURDER

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NOTULE VAN 'N VERGADERING VAN DIE UITVOERENDE BURGEMEESTERSKOMITEE GEHOU IN DIE BANKETSAAL, MALMESBURY OP WOENSDAG, 24 JANUARIE 2024 OM 10:00

TEENWOORDIG:

Uitvoerende Burgemeester, rdh J H Cleophas (voorsitter)
Uitvoerende Onderburgemeester, rdl J M de Beer

Lede van die Burgemeesterskomitee:

Rdl D G Bess
Rdl N Smit
Rdh T van Essen
Rdl A K Warnick

Beampes:

Munisipale Bestuurder, mnr J J Scholtz
Direkteur: Finansiële Dienste, mnr M Bolton
Direkteur: Beskermingsdienste, mnr P A C Humphreys
Direkteur: Elektriese Ingenieursdienste, mnr T Möller
Direkteur: Siviele Ingenieursdienste, mnr L D Zikmann
Direkteur: Ontwikkelingsdienste, me J S Krieger
Direkteur: Korporatiewe Dienste, me M S Terblanche
Senior Bestuurder: Strategiese Dienste, me O Fransman
Bestuurder: Sekretariaat en Rekordsdienste, me N Brand

1. OPENING

Die Uitvoerende Burgemeester verwelkom lede en versoek rdl D G Bess om die vergadering met gebed te open.

2. VERLOF TOT AFWESIGHEID

Dat **KENNIS GENEEM** word van die verskoning ontvang vanaf die Speaker, rdh M Rangasamy.

3. VOORLEGGINGS/AFVAARDIGINGS/SPREEKBEURTE

Die Uitvoerende Burgemeester bedank die Brandweerdienste vir bystand verleen tydens die brandvoerval by die Shelly Point Hotel in St Helenabaai en die Direkteur: Siviele Ingenieursdienste vir die beskikbaarstelling van die watertrok.

4. NOTULES

4.1 NOTULE VAN 'N GEWONE UITVOERENDE BURGEMEESTERSKOMITEE-VERGADERING GEHOU OP 13 DESEMBER 2023

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl N Smit)

Dat die notule van 'n Gewone Uitvoerende Burgemeesterskomiteevergadering gehou op 13 Desember 2023 goedgekeur en deur die Burgemeester onderteken word.

5. SAKE VOORTSPRUITEND UIT DIE NOTULE

Geen.

6. MAANDVERSLAG: NOVEMBER 2022

6.1 SIVIELE INGENIEURSDIENSTE (7/1/2/2-6)

Die Direkteur: Siviele Ingenieursdienste gee agtergrond tot die hoë organiese lading teenwoordig by die Darling Rioolwerke. Die storting van afvalwater deur die nyweraar wat melk verwerk is baie hoog en daar was 'n faling in die behandelingsprosesse van die nyweraar.

Die Direkteur: Siviele Ingenieursdienste bevestig dat daar 'n ondersoek gedoen word na tariefstrukture om nyweraars aan te moedig om vooraf behandelingsprosesse in plek te stel en die nodige instandhouding te doen om te voorkom dat die koste van verwerking van afval die Munisipaliteit toeval.

Die Direkteur: Siviele Ingenieursdienste, met verwysing na die damvlakke van die totale stelsel wat op 83% staan, meld dat die waterverbruik redelik toegeneem het en, gegewe die Munisipaliteit se allokasie uit die stelsel en beskikbaarheid van alternatiewe waterbronne, waterverbruik krities dopgehou sal moet word.

Verder noem die Direkteur: Siviele Ingenieursdienste dat die wyse waarop riooldienste aan Yzerfontein gelewer word nie volhoubaar is nie en dat oplossings ondersoek word. Dit is nodig om terreine te identifiseer vir die vestiging van 'n rioolaanleg vir Yzerfontein.

Op navraag van rdh T van Essen insake die probleme wat met watervoorsiening aan Chatsworth ervaar word, noem die Direkteur: Siviele Ingenieursdienste dat die maatreëls om water in die nag toe te draai om geleentheid te gee vir die reservoirs om water in te kry, suksesvol is. Verder is daar x4 tenke opgesit vir die hoëliggende gebiede in Chatsworth en gaan die watertrok gereeld na daardie gebiede om watervoorsiening te verseker.

Die voorsitter versoek dat daar oplossings gevind moet word (1) vir die onwettige wateraansluitings, onder ander deur inwoners van Silvertown en (2) om die hoëliggende gedeeltes van Chatsworth op 'n volhoubare wyse van water te voorsien.

Die Munisipale Bestuurder gee agtergrond insake die totstandkoming van Silvertown en die kwessies rondom eienaarskap. Daar sal gesprekke met die Kantoor van die Premier gevoer moet word en met Stad Kaapstad insake die moontlike insluiting van Chatsworth, Riverlands en Kalbaskraal by Stad Kaapstad se regsgebied.

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl N Smit)

Dat kennis geneem word van die inhoud van die maandverslag van die Direktoraat: Siviele Ingenieursdienste ten opsigte van November 2023.

6.2 ELEKTRIESE INGENIEURSDIENSTE (7/1/2/2-6)

Die Direkteur: Elektriese Ingenieursdienste behandel die direktoraat se maandverslag vir November 2023 en fokus op die effek van beurtkrag, bv. in November 2023 was daar elke dag beurtkrag.

Die Direkteur: Elektriese Ingenieursdienste bevestig dat die vordering met die implementering van die TID-oorskakelingprojek op 75% staan. Die energieverliese vir November 2023 is op 2.66% wat nog geverifieer moet word.

Die Direkteur: Elektriese Ingenieursdienste noem dat die beheerkas wat die verkeersligte na die N7 reguleer, gedurende beurtkrag gevandaliseer is en dat alle toerusting en kables uitgesteel is.

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl N Smit)

Dat kennis geneem word van die inhoud van die maandverslag van die Direktoraat: Elektriese Ingenieursdienste ten opsigte van November 2023.

6.3 ONTWIKKELINGSDIENSTE (7/1/2/2-5)

Die Direkteur: Ontwikkelingsdienste verskaf inligting aangaande die opkomende behuisingsprojekte in De Hoop, Malmesbury, Darling en Moorreesburg. Die behuisingskomitees vir De Hoop en Darling is verkies en die kontrakteur, ASLA, sal teen Januarie op terrein wees. Daar word beoog om in Januarie op tender uit te gaan vir dienste vir die Moorreesburg behuisingsprojek.

Die Direkteur: Ontwikkelingsdienste gee verder agtergrond ten opsigte van die Munisipaliteit se besoek aan die sosiale behuisingsprojek in Glenhaven, Bellville wat deur die Devmark Eiendomsgroep gevestig word.

Die Munisipale Bestuurder noem dat Stad Kaapstad se spesifikasies aangevra is ten einde die beskikbaarheid van grond, grootmaatsdienste, ens. te oorweeg vir begrotingsdoeleindes om 'n soortgelyke projek vir Swartland Munisipaliteit te vestig.

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl N Smit)

Dat kennis geneem word van die inhoud van die maandverslag van die Direkoraat: Ontwikkelingsdienste ten opsigte van November 2023.

6.4 BESKERMINGSDIENSTE (7/1/2/2-3)

Die Direkteur: Beskermingsdienste noem dat prosesse aan die gang is om die lewensvatbaarheid van die Moorreesburg Toetsentrum te ondersoek, aangesien lg. se dienslewering baie laag is.

Die Direkteur: Beskermingsdienste verwys na die lys van uitdagings wat telkens in die maandverslag vervat word en dat daar 'n strategiese sessie gereël moet word om oplossings vir die uitdagings te vind, ingesluit 'n gesprek met Minister McKenzie insake die hantering van taxi verwante probleme.

6.4.1 VERKEER- EN WETSTOEPASSINGSDIENSTE

6.4.2 BRANDWEERDIENSTE

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl N Smit)

- (a) Dat kennis geneem word van die inhoud van die maandverslag van die Direkoraat: Beskermingsdienste ten opsigte van November 2023;
- (b) Dat 'n strategiese sessie gereël word met die betrokke rolspelers en lede van die Uitvoerende Burgemeesterskomitee om oplossings te vind vir die uitdagings wat deur die Departement: Beskermingsdienste geïdentifiseer is, onder andere –
 - (i) Onwettige grondbesettings (*Land grabs*);
 - (ii) Onwettige rommel strooi;
 - (iii) Hantering van rondloper diere;
 - (iv) Hantering van "pirate" taxi's;
- (c) Dat daar 'n hoëvlak gesprekvoering gereël word met Minister McKenzie rakende die hantering van die taxi-probleme.

7. NUWE SAKE

7.1 VOORGESTELDE WYSIGING VAN TOLKRAGTARIEF VIR 2023/2024 / PROPOSED AMENDMENT OF WHEELING TARIFF FOR 2023/2024 (5/4/1/3)

Die Direkteur: Elektriese Ingenieursdienste behandel die verslag en noem dat daar met die opstel van die 2023/2024 tarieflêer min inligting beskikbaar was oor die vasstelling van tolkragtariëwe en die maksimum aanvraag wat gehê moet word en dat die konsep in die praktyk nie werk nie. Die Direkteur: Elektriese Ingenieursdienste bevestig dat daar geen inkomste begroot is vir die heffing van die maksimum aanvraag tolkragtariëf nie en dat dit derhalwe uit die tarieflêer verwyder word.

7.1/...

BESLUIT

(op voorstel van rdl D G Bess, gesekondeer deur rdh T van Essen)

- (a) Dat kennis geneem word van die foutiewe heffing in die bestaande tolkragtarief;
- (b) Dat die wysiging van die tolkragtarief ten einde die heffing vir maksimum aanvraag uit te sluit, ondersteun word;
- (c) Dat verder kennis geneem word dat die wysiging van die tolkragtarief nie 'n wesenlike effek om die begrote inkomste van die Raad het nie en geen impak het op die totale begroting van Swartland Munisipaliteit nie;
- (d) Dat die gewysigde tolkragtarief aan die Raad aanbeveel word vir oorweging en goedkeuring;
- (e) Dat die Uitvoerende Burgemeesterskomitee derhalwe goedkeuring verleen vir die insluiting van die gewysigde tolkragtarief in die 2023/2024 Aansuiweringsbegroting.

7.2 BEGROTINGBEHEERKOMITEE 2023/2024: HALF-JAARLIKSE AANSUIWERING-KAPITAAL- EN BEDRYFSBEGROTING TEGNIESE AANBEVELINGS (5/1/1/1, 5/1/1/2, 5/1/4)

Die halfjaarlikse aansuiweringskapitaal- en bedryfsbegroting is opgestel na oorweging van die artikel 72 MFMA-verslag wat die halfjaarlikse begroting- en prestasieassessering bevat. Die 2023/2024 Half-jaarlikse Aansuiweringsbegroting is deur die Begrotingsbeheerkomitee gehou op 18 Januarie 2024 oorweeg vir aanbeveling aan die Uitvoerende Burgemeesterskomitee.

BESLUIT (vir aanbeveling aan die Raad op 30 Januarie 2024)

(op voorstel van rdl N Smit, gesekondeer deur rdl A K Warnick)

- (a) Dat kennis geneem word dat die Begrotingsbeheerkomitee vergader het om die verduidelikings en motivering van die finansiële personeel en ander direkteure te oorweeg in 'n poging om die Uitvoerende Burgemeester te adviseer insake die pad vorentoe;
- (b) Dat die Raad kennis neem van die voorgestelde aanpassing (wat verband hou met Artikel 19) ten opsigte van die Construction of New Roads in die Swartland en die Malmesbury De Hoop 132/11kV Substation projek (**Annexure A-2: Capital Projects ito Sec 19**);
- (c) Dat goedkeuring verleen word om die hoë-vlak kapitaal- en bedryfsbegroting vir 2023/2024 as volg te wysig, ingesluit 'n wysiging aan die 2024/2025 kapitaalebegroting, met geen ander wysigings aan die buite jare nie:

	Oorspronklike Begroting 2023/24	Spesiale Aansuiwerings begroting 2023/24	Half-Jaar Aansuiwerings begroting 2023/24	Aansuiwerings begroting 2024/25	Oorspronklike Begroting 2025/26
Kapitaalebegroting	209 052 395	240 803 827	248 689 919	225 529 245	208 303 329
Bedryfsuitgawes	1 071 330 062	1 073 385 062	1 071 588 058	1 174 132 994	1 371 930 505
Bedryfsinkomste	1 192 485 181	1 222 223 458	1 252 658 565	1 311 049 716	1 489 696 468
Begrote (Surplus)/ Tekort	(121 155 119)	(148 838 396)	(181 070 507)	(136 916 722)	(117 765 963)
Minus: Kapitaal Toekennings en Donasies	107 386 943	135 980 220	119 908 999	115 594 000	91 660 000
(Surplus)/ Tekort	(13 768 176)	(12 858 176)	(61 161 508)	(21 322 722)	(26 105 963)

7.2/...

- (d) Dat kennis geneem word dat die veranderinge in die begroting geen impak op tariewe het ten opsigte van die 2023/2024 finansiële jaar nie maar sal lei tot 'n verhoging in die begrote netto surplus van R12 858 176 na 'n begrote netto surplus van R61 161 508;
- (e) Dat die ongemagtigde uitgawe van R5 556 386 vir die 2022/2023 finansiële jaar gemagtig word as deel van die aansuiweringsbegroting in lyn met artikel 32(2)(a)(i) van die Wet;
- (f) Dat die aangepaste begrotingskedules soos vereis deur die Begroting- en Verslagdoeningregulasies goedgekeur word soos vervat in **(Annexure C: Budget Report and B-Schedules 2023/24 – 2025/26)**;
- (g) Dat die Direkteur: Finansiële Dienste voldoen aan die vereistes van die Begrotingsomsendbriewe en -formate in die konteks van die verslagdoeningsvereistes aan Provinsiale en Nasionale Tesourie;
- (h) Dat die Dienslewering- en Begrotingimplementeringsplan (SDBIP) toepaslik dienoreenkomstig gewysig word.

7.3 WYSIGING VAN KPI'S EN TEIKENS VIR 2023/2024 (2/4/2)

Die KPI's en teikens vir 2023/2024 is gedurende Junie 2023 deur die Uitvoerende Burgemeesterskomitee goedgekeur. Na die hersiening van die KPI's en teikens na afloop van die eerste ses maande van 2023/2024 word daar sekere wysigings voorgestel ten einde te verseker dat alle KPI's aan die *SMART*-beginsel voldoen.

BESLUIT

(op voorstel van rdl N Smit, gesekondeer deur rdl J M de Beer)

Dat die aangehegte sleutelprestasië-aanwysers (KPI's) en teikens goedgekeur word met ingang van 1 Julie 2023 (terugwerkend).

7.4 VOORGESTELDE WYSIGING VAN DIE SWARTLAND MUNISIPALITEIT: VERORDENING INSAKE MUNISPALE GRONDGEBRUIKBEPLANNING (PK 8226 GEDATEER 25 MAART 2020) (1/1/1/3/14)

Die Swartland Munisipaliteit: Verordening insake Munispale Grondgebruikbeplanning (PK 8226 gedateer 25 Maart 2020) bevat nie 'n bepaling ten opsigte van die vasstelling van handelsure vir huiswinkels nie.

Na aanleiding van die oproerige gebeure in 2023 in die gemeenskappe van onder andere Saamstaan, Ilinge Lethu en Phola Park is die behoefte uitgespreek om handelsure vir huiswinkels te bepaal.

BESLUIT (vir voorlegging aan die Raad op 30 Januarie 2024)

(op voorstel van rdl D G Bess, gesekondeer deur rdl N Smit)

- (a) Dat die onderstaande wysiging van die Swartland Munisipaliteit: Verordening insake Munispale Grondgebruikbeplanning (PK 8226 van 25 Maart 2020) goedgekeur word, naamlik:

Artikel 96(1): 'n Persoon mag van 'n misdryf beskuldig word en is by skuldigbevinding strafbaar met 'n boete of gevangenisstraf of met beide 'n boete en sodanige gevangenisstraf indien hy of sy –

Artikel 96(1)(a): artikels 25(1), ~~25(5)~~ 25(4), 30(1), 31(4), 41(1), 69(3), 72(2) of 98(2) oortree of versuim om daaraan te voldoen (*wysiging*);

Artikel 96(1)(h): Versuim om te voldoen aan enige van die voorwaardes opgelê in terme van Skedule 2 tot hierdie verordening (toevoeging); en

Skedule 2 (Swartland Munisipaliteit Ontwikkelingsbestuur Skema) – Residensiële sone 2: Medium Digtheid (R2), paragraaf 1.2.7(g): Die handelsure van die huiswinkel sal wees vanaf 06:00 tot 21:00 en mag nie verleng word nie (toevoeging);

7.4/...

- (b) Dat, na beginselgoedkeuring deur die Raad, die wysiging van die verordening vir publieke kommentaar geadverteer word in terme van artikel 12(3)(b) van die Stelselwet, 2000 in die plaaslike media en op die munisipale webtuiste.

7.5 KWARTAALVERSLAG INSAKE DIE PRESTASIE VAN KONTRAKTEURS (8/1/B/2)

Die verslag ten opsigte van die kwartaallikse prestasie-evaluering van kontrakteurs wat ingevolge die Voorsieningkanaalbestuursbeleid aangestel is, word voorgelê ter voldoening aan artikel 116(2) van die MFMA en die kernprestasie-indikator van die Munisipale Bestuurder

BESLUIT

Dat kennis geneem word van die verslag insake die prestasie van kontrakteurs vir die periode 1 Oktober 2023 tot 31 Desember 2023.

7.6 VERSLAG INSAKE DIE IMPLEMENTERING VAN DIE VOORSIENINGKANAAL-BESTUURSBELEID VIR DIE PERIODE 1 OKTOBER 2023 TOT 31 DESEMBER 2023 (8/1/B/2)

'n Verslag insake die implementering van die Voorsieningkanaalbestuursbeleid moet op 'n kwartaallikse basis ingevolge paragraaf 6(3) van die Munisipale Voorsieningkanaalbestuursregulasies aan die Uitvoerende Burgemeester voorgelê word.

Die verslag vir die periode 1 Oktober 2023 tot 31 Desember 2023 is met die sakelys gesirkuleer.

BESLUIT

- (a) Dat kennis geneem word van die kwartaallikse verslag aangaande die implementering van die Voorsieningkanaalbestuursbeleid vir die periode 1 Oktober 2023 tot 31 Desember 2023, wat ingevolge artikel 6(3) van die Regulasies voorgelê moet word asook die verslae van die Formele Tenders (Aanhangsel A), Informele Tenders (Aanhangsel B) en die Afwykingsverslag (Aanhangsel C);
- (b) Dat verder kennis geneem word van die dienste wat vir dieselfde periode gelewer is, met verwysing na die uitsonderings waar dit onprakties sou wees om die mark te toets en gevolglik aanleiding gegee het tot 'n afwyking van die verkrygingsprosesse ingevolge paragraaf 2(6) van die Voorsieningkanaalbestuursbeleid (Bylae D).

7.7 VOORGESTELDE VERHURING VAN NYWERHEIDSGROND TE MOORREESBURG VIR AKKERBOUDOELEINDES (12/2/5/5-9/2)

Die Munisipaliteit beskik oor ±17,7 ha grond in Moorreesburg wat tot en met April 2024 aan die Koringbedryfmuseum verhuur word.

Daar word voorgestel dat 'n openbare mededingingsproses weer deurloop word om die grond vir akkerboudoeleinde beskikbaar te stel vir die suksesvolle tenderaar om 'n opbrengs uit die grond te genereer ten behoeve van 'n plaaslike weldaadsorganisasie.

BESLUIT

(op voorstel van rdl N Smit, gesekondeer deur rdl J M de Beer)

- (a) Dat goedkeuring verleen word dat voorstelle ingewin word vir die verhuring van 'n gedeelte (groot ± 17.7 ha) van erf 1133, Moorreesburg vir 'n periode wat nie twaalf maande oorskry nie, met ingang vanaf 1 Mei 2024;
- (b) Dat voorstelle ingewin word op die basis en voorwaardes soos vervat in die konsep kennisgewing in Aanhangsel B tot die verslag;
- (c)/...

7.7/...

- (c) Dat die Munisipale Bestuurder met volmag beklee word om, indien dit nodig geag word, 'n komitee aan te wys om die voorstelle wat ontvang word te oorweeg en 'n toekenning te maak in oorlegpleging met die betrokke wyksraadslid;
- (d) Dat die Direkteur: Korporatiewe Dienste met volmag beklee word om die inhoud van die huurooreenkoms te finaliseer, asook die ondertekening daarvan;
- (e) Dat die voornemende huurder daarop bedag gemaak word dat aanplanting nie mag oorskry op erf 5520, wat aan Boland Diesel h/a AfricOil behoort en tans nog vakant is nie.

7.8 BRANDVOORVAL TE SIBANYE, MOORREESBURG: GRATIS BESKIKBAAR- MAKING VAN GRAFTE EN SAALFASILITEITE (17/3/1/1)

Tydens 'n brandvoorval in Sibanye Square, Moorreesburg wat op 17 Desember 2023 plaasgevind het, het vyf woonstrukture in die slag gebly, welke huishoudings ingevolge die rampbestuursbeleid bystand verleen is/word. Ongelukkig het daar twee kinders vanuit twee families in hierdie brand omgekom.

BESLUIT

(op voorstel van rdl A K Warnick, gesekondeer deur rdl D G Bess)

- (a) Dat kennis geneem word van die tragiese voorval op 17 Desember 2023 te Sibanye Square, Moorreesburg waartydens twee minderjarige kinders afgesterf het;
- (b) Dat kennis geneem word van die optrede van die Munisipale Bestuurder, synde om die saalfasiliteite asook twee grafte gratis aan die families van die afgestorwenes beskikbaar te stel, vir die volgende redes:
 - (i) die tragiese wyse waarop die Moorreesburg-gemeenskap twee minderjariges gelyktydig aan die dood afgestaan het;
 - (ii) die kinders albei uit huishoudings kom wat sosio-ekonomiese probleme ervaar, en wat alles tydens die brand verloor het;
- (c) Dat die optrede van die Munisipale Bestuurder in hierdie verband gekondoneer word.

7.9 UITSTAANDE DEBITEURE: DESEMBER 2022 (5/7/1/1)

'n Volledige verslag van die stand van uitstaande debiteure is met die sakelys gesirkuleer.

Die Direkteur: Finansiële Dienste bevestig weereens dat die omvang van skuld in die dorpe waar Eskom elektrisiteit voorsien geweldig groei weens die feit dat kredietbeheer nie toegepas kan word nie.

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl N Smit)

Dat kennis geneem word van die verslag aangaande die stand van Swartland Munisipaliteit se uitstaande debiteure vir Desember 2023.

7.10 VORDERING MET UITSTAANDE VERSEKERINGSEISE (5/14/3/5)

Ingevolge die Batebestuursbeleid moet maandeliks verslag gedoen word insake die uitstaande versekeringseise.

BESLUIT

(op voorstel van rdh T van Essen, gesekondeer deur rdl N Smit)

Dat kennis geneem word van die stand van uitstaande versekeringseise tot en met 31 Desember 2023 soos met die sakelys gesirkuleer.

7.11 **AFWYKING VAN VOORGESKREWE VERKRYGINGSPROSEDURES: DRINGENDE HERSTEL VAN RIOOLUITSUIGVRAGMOTORS, CK 50003 EN CK 12625 (8/1/B/2)**

Die Munisipaliteit beskik oor vier riooluitsuigvragmotors om riool te verwyder vanaf persele wat van opgaartenke gebruik maak. Twee van hierdie vragmotors se pompe het onklaar geraak.

BESLUIT

- (a) Dat die Uitvoerende Burgemeesterskomitee kennis neem van die afwyking van die voorgeskrewe verkrygingsprosedures ingevolge paragraaf 36(2) van die Voorsieningkanaalbestuursbeleid;
- (b) Dat verder kennis geneem word van die aksie van die Munisipale Bestuurder om goedkeuring te verleen vir die vervanging van die uitsuigpompe van die onderskeie riooluitsuigvragmotors (CK 50003 en CK 12625) deur *Ian Dickie and Company* ten bedrae van R34 121.88 (BTW ingesluit) per vragmotor;
- (c) Dat die redes vir die afwyking van die voorgeskrewe verkrygingsprosedures as volg is:
 - (i) Die riooluitsuigvragmotors sou vir 'n geruime tyd buite werking wees;
 - (ii) Gevolglik sou daar 'n onderbreking gewees het in die lewering van rioldienste met gepaardgaande gesondheidsrisiko's;
 - (iii) Die vervanging van die pompe op beide vragmotors is as 'n noodgeval hanteer;
- (d) Dat daar voldoende fondse beskikbaar is en dat die uitgawe as volg verreken word:
 - (i) R34 121.88 (BTW ingesluit) t.o.v. CK 50003 teen posnommer 9/4-46-5; en
 - (ii) R34 121.88 (BTW ingesluit) t.o.v. CK 12625 teen posnommer 9/6-63-5;
- (e) Dat die Senior Bestuurder: Finansiële State en Batebestuur in terme van die Voorsieningkanaalbestuursbeleid opdrag gegee word om bovermelde redes as nota by die finansiële state in te sluit, wanneer die betrokke state opgestel word.

7.12 **WYSIGING VAN DIE PRESTASIEBESTUUR EN ONTWIKKELINGSBELEID (2/4/2)**

[Die direkteure verlaat die lokaal vir die bespreking van die item.]

Die Munisipale Bestuurder behandel die verslag en bevestig dat die Prestasiebestuur- en Ontwikkelingsbeleid aangepas is in lyn met artikel 32 van die Munisipale Prestasie-regulasies.

BESLUIT

(op voorstel van rdl N Smit, gesekondeer deur rdh T van Essen)

- (a) Dat die Beleid vir Prestasiebestuur en -Ontwikkeling met ingang van 1 Julie 2023 gewysig word om die "assessment calculator" aan te pas soos voorgedra in die aanhangsel tot die verslag;
- (b) Dat die gedeelte rakende die betaling van prestasie bonusse van hoogstens 9% betaalbaar aan die Munisipale Bestuurder en direkteure (uitgesluit die Direkteur: Elektriese Ingenieursdienste wat vir 14% kwalifiseer) gewysig word ten aansien van die 2022/2023 finansiële jaar.

(GET) J H CLEOPHAS
UITVOERENDE BURGEMEESTER



NOTULE VAN 'N VERGADERING VAN DIE MUNISIPALE BESTUUR-, ADMINISTRASIE EN FINANSIES PORTEFEULJEKOMITEE VAN DIE SWARTLAND MUNISIPALE RAAD GEHOU OP WOENSDAG, 14 FEBRUARIE 2024 OM 10:00

TEENWOORDIG:

RAADSLEDE:

Voorsitter, rdl I S le Minnie
Ondervoorsitter, rdl N Smit

Nel, M (rdd)	Soldaka, P E
O'Kennedy, E C	Van Essen, T (rdh)
Penxa, B J	Van Zyl, M (rdd)
Pypers, D C	Vermeulen, G
Rangasamy, M A (rdh)	Warnick, A K

Die Uitvoerende Burgemeester, rdh J H Cleophas (in ex-officio hoedanigheid)

BEAMPTES:

Munisipale Bestuurder, mnr J J Scholtz
Direkteur: Beskermingsdienste, mnr P A C Humphreys
Direkteur: Korporatiewe Dienste, me M S Terblanche
Direkteur: Ontwikkelingsdienste, me J S Krieger
Direkteur: Siviele Ingenieursdienste, mnr L D Zikmann
Direkteur: Elektriese Ingenieursdienste, mnr T Möller
Komitee beampte, me S Willems

1. OPENING/VERLOF TOT AFWESIGHEID

Die voorsitter verwelkom lede en versoek rdl A M Williams om die vergadering met skriflesing en gebed te open.

Die voorsitter betoon haar medelye met die afsterwe van rdl C Daniels, waarna 'n minuut van stilte volg.

Die voorsitter bevestig die teenwoordigheid van raadslede wat dien op die Portefeuljekomitee: Munisipale Bestuurder, Administrasie en Finansies.

Verlof tot afwesigheid word verleen aan die Direkteur: Finansiële Dienste, mnr M A C Bolton.

2. NOTULE

2.1 NOTULE VAN 'N PORTEFEULJEKOMITEEVERGADERING (MUNISIPALE BESTUUR-, ADMINISTRASIE- EN FINANSIESKOMITEE) GEHOU OP 11 OKTOBER 2023

BESLUIT

(voorgestel deur rdd M Nel, gesekondeer deur rdl D C Pypers)

Dat die notule van die Portefeuljekomiteevergadering (Munisipale Bestuur-, Administrasie- en Finansieskomitee) gehou op 11 Oktober 2023 goedgekeur word.

3. AFVAARDIGINGS/VOORLEGGINGS/MEDEDELINGS

3.1 SKRYWES VAN DANK EN WAARDERING AAN SWARTLAND MUNISIPALITEIT

BESLUIT

Dat kennis geneem word van die skrywes van dank en waardering aan Swartland Munisipaliteit soos met die sakelys gesirkuleer.

4. SAKE VOORTSPRUITEND UIT NOTULES

Geen

5. GEDELEGEERDE SAKE M.B.T. MUNISIPALE BESTUURDER

Geen

6. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

Geen

7. GEDELEGEERDE SAKE M.B.T. ADMINISTRASIE

Geen

8. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

Geen

9. GEDELEGEERDE SAKE M.B.T. FINANSIES

Geen

10. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

Geen

**(GET) RDL I S LE MINNIE
VOORSITTER**



**NOTULE VAN 'N VERGADERING VAN DIE SIVIELE- EN ELEKTRIESE DIENSTE
PORTEFEULJEKOMITEE VAN DIE SWARTLAND MUNISIPALE RAAD GEHOU OP WOENSDAG, 14
FEBRUARIE 2024 OM 10:12**

TEENWOORDIG:

RAADSLEDE:

Voorsitter, rdl R J Jooste
Ondervoorsitter, rdh T van Essen

Bess, D G
Fortuin, C
Gaika, M F
Nel, M (rdd)

O'Kennedy, E C
Pieters, C
Smit, N
Warnick, A K
Williams, A M

Die Uitvoerende Burgemeester, rdh J H Cleophas (in ex-officio hoedanigheid)

BEAMPTES:

Munisipale Bestuurder, mnr J J Scholtz
Direkteur: Beskermingsdienste, mnr P A C Humphreys
Direkteur: Korporatiewe Dienste, me M S Terblanche
Direkteur: Ontwikkelingsdienste, me J S Krieger
Direkteur: Siviele Ingenieursdienste, mnr L D Zikmann
Direkteur: Elektriese Ingenieursdienste, mnr T Möller
Komitee beampte, me S Willems

1. OPENING/VERLOF TOT AFWESIGHEID

Die voorsitter verwelkom almal teenwoordig en betoon sy medelye aan rdl A M Booysen met die afsterwe van haar pa, waarna 'n minuut van stilte volg.

Die voorsitter bevestig die teenwoordigheid van raadslede wat dien op die Portefeuljekomitee: Siviele en Elektriese Dienste.

Verlof tot afwesigheid word verleen aan die Direkteur: Finansiële Dienste, mnr M A C Bolton.

2. NOTULE

**2.1 NOTULES VAN 'N PORTEFEULJEKOMITEEVERGADERING (SIVIELE- EN
ELEKTRIESE DIENSTEKOMITEE) GEHOU OP 11 OKTOBER 2023**

BESLUIT

(voorgestel deur rdl N Smit, gesekondeer deur rdl D G Bess)

Dat die notule van die Portefeuljekomiteevergadering (Siviele- en Elektriese Dienste) gehou op 11 Oktober 2023 goedgekeur word.

3. AFVAARDIGINGS/VOORLEGGINGS/MEDEDELINGS

Geen

4. SAKE VOORTSPRUITEND UIT NOTULES

Geen

5. GEDELEGEERDE SAKE

5.1. MAANDVERSLAG: DESEMBER 2023

5.1.1 SIVIELE INGENIEURSDIENSTE

Die voorsitter lê die maandverslag, soos met die sakelys gesirkuleer, ter tafel.

Die Direkteur: Siviele Ingenieursdienste gee, onder andere, inligting deur insake die stand van die damvlakke.

Die Direkteur: Siviele Ingenieursdienste noem dat daar 'n toename in watergebruik was tussen November 2023 en Desember 2023 en dat die watervoorsieningstelsel onder druk bly in Chatsworth en Riverlands.

Rdl C Fortuin lewer kommentaar oor die kennisgewing wat ontvang was rakende die versoek tot spaarsamige gebruik van water en verneem na die stand van die damvlakke.

Die Direkteur: Siviele Ingenieursdienste noem dat die kennisgewing gesirkuleer was omrede die grootmaat-watertoevoerstel wat water aan die Swartland Munisipaliteit voorsien onder druk was. Op hierdie stadium sal daar geen waterbeperkings ingestel word nie.

BESLUIT

(op voorstel van rdl A K Warnick, gesekondeer deur rdd M Nel)

Dat kennis geneem word van die maandverslag van die Direktoraat Siviele Ingenieursdienste vir Desember 2023.

5.1.2 ELEKTRIESE INGENIEURSDIENSTE

Die voorsitter lê die maandverslag ter tafel soos met die sakelys gesirkuleer en versoek die Direkteur: Elektriese Ingenieursdienste om belangrike aspekte uit te wys.

Die Direkteur: Elektriese Ingenieursdienste meld dat die maand tot maand energie-aankope (kWh) 'n groei van 9,69% toon wat toegeskryf kan word aan die baie laer vlakke en minder gereelde beurtkrag in Desember 2023.

Verder meld die Direkteur: Elektriese Ingenieursdienste dat die maksimum aanvraag gedurende Desember 2023 baie laer is as gedurende Desember 2022. Daar was goeie vordering gewees ten opsigte van die TID projek.

BESLUIT

(op voorstel van rdl A K Warnick, gesekondeer deur rdd M Nel)

Dat kennis geneem word van die maandverslag van die Direktoraat Elektriese Ingenieursdienste vir Desember 2023.

6. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

6.1 SALGA WERKGROEPE: RAPPORTERING: ELEKTRISITEIT EN ENERGIE-VOORSIENING EN OPENBARE WERKE EN WATER EN SANITASIE

Die SALGA Werkgroep oor Elektrisiteit- en Energievoorsiening en Openbare Werke en Water en Sanitasie is op 6 November 2023 deur rdh T van Essen bygewoon.

AANBEVELING

Dat kennis geneem word van die aangehegte opsomming van die uitkomste van die *Joint Provincial Working Group on Electricity and Energy Provision and Public Works and Water and Sanitation* wat deur, rdh T van Essen op 6 November 2023 bygewoon was.

(GET) RDL R J JOOSTE
VOORSITTER



**NOTULE VAN 'N VERGADERING VAN DIE ONTWIKKELINGSDIENSTE PORTEFEULJEKOMITEE
VAN DIE SWARTLAND MUNISIPALE RAAD GEHOU OP WOENSDAG, 14 FEBRUARIE 2024 OM
10:48**

TEENWOORDIG:

RAADSLEDE:

Voorsitter, rdl G Vermeulen
Ondervoorsitter, rdl D G Bess

Booyesen, A M
De Beer, J M
Le Minnie, I S
Ngozi, M

Pypers, D C
Rangasamy, M A (rdh)
Smit, N
Soldaka, P E

Die Uitvoerende Burgemeester, rdh J H Cleophas (in ex-officio hoedanigheid)

BEAMPTES:

Munisipale Bestuurder, mnr J J Scholtz
Direkteur: Beskermingsdienste, mnr P A C Humphreys
Direkteur: Korporatiewe Dienste, me M S Terblanche
Direkteur: Ontwikkelingsdienste, me J S Krieger
Direkteur: Siviele Ingenieursdienste, mnr L D Zikmann
Direkteur: Elektriese Ingenieursdienste, mnr T Möller
Komitee beampte, me S Willemse

1. OPENING/VERLOF TOT AFWESIGHEID

Die voorsitter verwelkom lede.

Die voorsitter bevestig die teenwoordigheid van raadslede wat dien op die Portefeuljekomitee:
Ontwikkelingsdienste.

Verlof tot afwesigheid word verleen aan die Direkteur: Finansiële Dienste, mnr M A C Bolton.

2. NOTULE

**2.1 NOTULES VAN 'N PORTEFEULJEKOMITEEVERGADERING (ONTWIKKELINGS-
DIENSTE) GEHOU OP 11 OKTOBER 2023**

BESLUIT

(voorgestel deur rdl D C Pypers, gesekondeer deur rdl I S le Minnie)

Dat die notule van die Portefeuljekomiteevergadering (Ontwikkelingsdienste) gehou op
11 Oktober 2023 goedgekeur word.

3. AFVAARDIGINGS/VOORLEGGINGS/MEDEDELINGS

Geen

4. SAKE VOORTSPRUITEND UIT NOTULES

Geen

5. GEDELEGEERDE SAKE

5.1/...

5.1 MAANDVERSLAG: DESEMBER 2023

Die Voorsitter lê die maandverslag ter tafel.

Die Direkteur: Ontwikkelingsdienste, gee inligting deur insake die vordering met die onderskeie behuisingsprojekte en die verskeie projekte wat in Swartland Munisipaliteit aangebied word deur Gemeenskapsontwikkeling.

Op navraag deur rdl P E Soldaka of daar al 'n FLISP behuisingsprojek begin het in Moorreesburg, meld die Direkteur: Ontwikkelingsdienste dat daar op die oomblik slegs gefokus word op RDP behuising in Moorreesburg.

Rdl P E Soldaka lewer kommentaar oor die sluiting van die ACVV kantoor op Moorreesburg en verneem of daar hulp vanaf die Munisipaliteit sal wees in hierdie verband.

Die Direkteur: Ontwikkelingsdienste meld dat die Munisipaliteit die kwessie onder die aandag gebring van die Departement Sosiale Ontwikkeling, wat die organisasie finansier en dat sy die Raad op hoogte sal hou van die vordering.

Rdl A M Booysen meld dat die gemeenskap van Chatsworth 'n SASSA dienspunt versoek.

Die Direkteur: Ontwikkelingsdienste meld dat SASSA aangedui het dat hulle 'n tekort aan personeel het, daarom lewer hulle mobiele dienste aan die kleiner dorpe deur gebruik te maak van die Thusong sentrums.

BESLUIT

(op voorstel van rdl I S le Minnie, gesekondeer deur rdl D C Pypers)

Dat kennis geneem word van die maandverslag van die Direktoraat Ontwikkelingsdienste vir Desember 2023.

6. VERSLAGDOENING INSAKE GEDELEGEERDE BESLUITNEMING DEUR

6.1 DIE MUNISIPALE BEPLANNINGSTRIBUNAAL

Dat **KENNIS GENEEM** word van die inhoud van die notule van 'n vergadering van die Munisipale Beplanningstribunaal gehou op 15 November 2023.

7. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

Geen

(GET) RDL G VERMEULEN
VOORSITTER



**NOTULE VAN 'N VERGADERING VAN DIE BESKERMINGSDIENSTE PORTEFEULJEKOMITEE VAN
DIE SWARTLAND MUNISIPALE RAAD GEHOU OP WOENSDAG, 14 FEBRUARIE 2024 OM 11:11**

TEENWOORDIG:

RAADSLEDE:

Voorsitter, rdd M Nel

Ondervoorsitter, rdl A K Warnick

Bess, D G

De Beer, J M

Fortuin, C

Jooste, R J

Le Minnie, I S

Papier, J R

Pieters, C

Die Uitvoerende Burgemeester, rdh J H Cleophas (in ex-officio hoedanigheid)

BEAMPTES:

Munisipale Bestuurder, mnr J J Scholtz

Direkteur: Beskermingsdienste, mnr P A C Humphreys

Direkteur: Korporatiewe Dienste, me M S Terblanche

Direkteur: Ontwikkelingsdienste, me J S Krieger

Direkteur: Siviele Ingenieursdienste, mnr L D Zikmann

Direkteur: Elektriese Ingenieursdienste, mnr T Möller

Komitee beampte, me S Willemse

1. OPENING/VERLOF TOT AFWESIGHEID

Die voorsitter verwelkom lede.

Die voorsitter bevestig die teenwoordigheid van raadslede wat dien op die Portefeuljekomitee: Beskermingsdienste.

Verlof tot afwesigheid word verleen aan die Direkteur: Finansiële Dienste, mnr M A C Bolton.

2. NOTULE

**2.1 NOTULES VAN 'N PORTEFEULJEKOMITEEVERGADERING (BESKERMINGS-
DIENSTE) GEHOU OP 11 OKTOBER 2023**

BESLUIT

(voorgestel deur rdl I S le Minnie, gesekondeer deur rdl R J Jooste)

Dat die notule van die Portefeuljekomiteevergadering (Beskermingsdienste) gehou op 11 Oktober 2023 goedgekeur word.

3. AFVAARDIGINGS/VOORLEGGINGS/MEDEDELINGS

Geen

4. SAKE VOORTSPRUITEND UIT NOTULES

Geen

5. GEDELEGEERDE SAKE

5.1. MAANDVERSLAG: DESEMBER 2023

5.1.1 VERKEER- EN WETSTOEPASSINGSDIENSTE
5.1.2 BRANDBESTRYDING

Die voorsitter lê die maandverslag, soos met die sakelys gesirkuleer, ter tafel en gee geleentheid aan die Direkteur: Beskermingsdienste om die belangrikste aspekte uit die maandverslag aan raadslede uit te wys.

Die Direkteur: Beskermingsdienste meld dat 'n brief verlede jaar aan SAPS gerig was om die poskantoor te gebruik vir 'n gemeenskapsfasaliteit. Volgens die Stasiebevelvoerder kan die gebou nie gebruik word nie, aangesien goedkeuring vanaf die Provinsiale Kommissaris afgewag word, aangesien slegs lg. oor die bevoegdheid beskik om 'n besluit in hierdie verband te kan neem.

BESLUIT

(op voorstel van rdl A K Warnick, gesekondeer deur rdl R J Jooste)

Dat kennis geneem word van die verslae van die onderskeie afdelings in die Direktoraat Beskermingsdienste, nl. Verkeer- en Wetstoepassing en Brandbestryding vir Augustus 2023.

6. SAKE VIR AANBEVELINGS AAN DIE UITVOERENDE BURGEMEESTER

Geen

(GET) RDD M NEL
VOORSITTER

ITEM 7.1 OF THE AGENDA OF AN EXECUTIVE MAYORAL COMMITTEE MEETING TO BE HELD ON 21 FEBRUARY 2024

ONDERWERP:	WYSIGINGS AAN DIE 2023/2024 DIENSLEWERING- EN BEGROTING-IMPLEMENTERINGSPLAN (SDBIP)
SUBJECT:	AMENDMENTS TO THE 2023/2024 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)

1. BACKGROUND

The SDBIP for the 2023/2024 financial year was approved by the Mayoral Committee on 14 June 2023.

The adjustments budget approved by Council on 30 January 2024 now necessitates an amendment to the SDBIP. The amended SDBIP is attached as **ANNEXURE 1**.

2. INPUTS AND COMMENTS

The report was compiled in collaboration with the Department Budget, Costing and Reporting.

3. LEGISLATION

Section 54(1)(c) of the MFMA stipulates the following:

“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 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 adjustments budget.”

3. LINK TO THE IDP

The IDP and the SDBIP is linked through Chapter 4 of the IDP that is also included in the SDBIP as well as the annual budget that is included in both documents. The budget is informed by the strategy and goals of the IDP.

4. AANBEVELING / RECOMMENDATION

Dat die gewysigde Dienslewering- en Begrotingimplementeringsplan (SDBIP) vir die 2023/2024 finansiële jaar in terme van Artikel 54(1)(c) van die Wet op Munisipale Finansiële Bestuur (Wet 56 van 2003) goedgekeur word.

That the amended Service Delivery and Budget Implementation Plan (SDBIP) for the 2023/2024 financial year be approved in terms of Section 54(1)(c) of the Municipal Finance Management Act (Act 56 of 2003).

(get) J J Scholtz

MUNISIPALE BESTUURDER / MUNICIPAL MANAGER
DATUM / DATE: 21 February 2024



Swartland Municipality

2023 - 2024

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (ADJUSTMENTS BUDGET JANUARY 2024)

FEBRUARY 2024

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1. INTRODUCTION

The SDBIP provides the vital link between the executive mayor, council and the administration and facilitates the process for holding management accountable for its performance. The SDBIP is a management, implementation and monitoring tool that ensures that appropriate information is circulated internally and externally for purposes of monitoring the execution of the budget, performance of senior management and achievement of the strategic objectives set by council.

The SDBIP is essentially the management and implementation tool which sets in-year information, such as quarterly service delivery and monthly budget targets, and links each service delivery output to the budget of the municipality, thus providing credible management information and a detailed plan for how the municipality will provide such services and the inputs and financial resources to be used. The SDBIP indicates the responsibilities and outputs for each of the managers in the top management team, the inputs to be used, and the time deadlines for each output. The SDBIP therefore determines the performance agreements of the municipal manager and directors, including the outputs and deadlines for which they will be held responsible. The SDBIP further provides all expenditure information (for capital projects and services) per municipal ward, so that each output can be broken down per ward, where this is possible, to support ward councillors in service delivery information.

The SDBIP is also a vital monitoring tool for the executive mayor and council to monitor the in-year performance of the municipal manager and for the municipal manager to monitor the performance of directors and division heads in the municipality within the financial year. This enables the executive mayor and municipal manager to be pro-active and take remedial steps in the event of poor performance.

2. LEGAL REFERENCE

Section 1 of the Municipal Finance Management Act (Act 56 of 2003) (MFMA) defines service delivery and budget implementation plan (SDBIP) as a detailed plan for implementing the municipality's delivery of municipal services and its annual budget, and which must indicate -

- (a) projections for each month of -
 - (i) revenue to be collected, by source; and
 - (ii) operational and capital expenditure, by vote;
- (b) service delivery targets and performance indicators for each quarter.

The purpose of the SDBIP is to support the Municipality's management to achieve service delivery targets as well as the spending of the capital budget within given timeframes.

Section 53 of the Municipal Finance Management Act (Act 56 of 2003) MFMA determines that the municipality's SDBIP plan must be approved by the Executive Mayor within 28 days after the approval of the annual budget.

Section 53 determines further that the annual performance agreements of the Municipal Manager and directors as required in section 57 of the Municipal Systems Act (Act 32 of 2000) must be linked to the SDBIP.

Section 69 of the MFMA determines that the draft SDBIP and performance agreements must be submitted to the Executive Mayor within 14 days after the approval of an annual budget.

3. THREE YEAR CAPITAL BUDGET PER DEPARTMENT

Department	Division / Service	2023/2024	2024/2025	2025/2026
Office of the Municipal Manager	Equipment MM	12 000	12 000	12 000
	Equipment Council	12 000	12 000	12 000
	Council: CK15265 Combi 2.5	0		
Subtotal		24 000	24 000	24 000
Infrastructure & Civil Engineering Services	Equipment	51 260	56 000	58 000
	Parks and Recreation	2 405 804	1 812 648	1 773 407
	Sewerage	9 798 395	10 295 463	2 958 000
	Sports Fields	10 818 363	54 700	225 800
	Roads	53 090 602	22 222 877	31 575 480
	Storm water	2 482 711	316 000	1 318 000
	Water Services	19 042 009	10 383 493	28 484 392
	Buildings and Infrastructure Maintenance	3 686 370	680 000	1 132 000
	Solid Waste and Landfill Management	3 701 000	29 826 363	32 607 400
	Waste water treatment works	2 426 681	0	1 000 000
	Swimming Pools	8 500 000	11 060 700	0
	Cemeteries	740 000	0	300 000
Subtotal		116 743 195	86 708 244	101 432 479
Corporate Services	Equipment	26 000	28 000	30 000
	Secretariat and Records Management	0	0	0
	Properties, Contracts and Legal Administration	100 000	100 000	100 000
	Tourism, Library and Client Services	50 000		
Subtotal		176 000	128 000	130 000
Development Services	Equipment	44 000	46 000	48 000
	Community Development	0	0	0
	Development Management	1 000 000	0	0
	Human Settlements / Housing Administration	60 507 000	64 890 000	40 400 000
	Caravan Park Yzerfontein	732 000	480 265	36 000
Subtotal		62 283 000	65 416 265	40 484 000
Electrical Engineering Services	Equipment	306 000	380 000	400 000
	ICT Services	1 007 000	807 000	1 876 000
	Electrical Infrastructure, Operations, Maintenance and Construction	62 570 566	70 800 000	62 756 600

Department	Division / Service	2023/2024	2024/2025	2025/2026
Subtotal		63 883 566	71 987 000	65 032 600
Financial Services	Financial Services	2 491 859	321 498	114 000
Subtotal		2 491 859	321 498	114 000
Protection Services	Traffic/Law Enforcement Operations and Vehicle Licensing Administration	863 246	784 238	926 250
	Disaster Management, Fire and Emergency Services	2 225 053	160 000	160 000
Subtotal		3 088 299	944 238	1 086 250
TOTAL		248 689 919	225 529 245	208 303 329

4. THREE YEAR CAPITAL BUDGET PER IDP STRATEGIC GOAL

Strategic Goal	2023/2024	%	2024/2025	%	2025/2026	%
1: Community safety and wellbeing	3 864 299	1.55%	1 470 503	0.7%	1 170 250	0.6%
2: Economic transformation	0	0.0%	0	0.0%	0	0.0%
3: Quality and reliable services	179 619 761	72.23%	157 888 244	70%	164 589 079	79.0%
4: A healthy and sustainable environment	61 507 000	24.73%	64 890 000	28.7%	40 400 000	19.4%
5: A connected and innovative local government	3 698 859	1.49%	1 280 498	0.6%	2 144 000	1.0%
TOTAL	248 689 919	100.0%	225 529 245	100.0%	208 303 329	100.0%

5. TEN LARGEST CAPITAL PROJECTS - 2023/2024

Project	Budget	Source(s) of finance
Malmesbury De Hoop Serviced Sites	48 957 000	DHS
Roads Swartland: Construction of New Roads	23 928 506	MIG (14 178 506) – CRR (9 750 000)
Malmesbury: Saamstaan/De Hoop area: Upgrading of bulk electricity supply: Phase 1	23 658 000	INEP
Malmesbury De Hoop 132/11kV Substation, 132kV transmission line and servitudes	10 931 440	CRR
Upgrading of Ilinge Lethu Sports Fields	9 776 494	MIG
Generator Installations	9 793 277	
Roads Swartland: Resealing of Roads	9 251 164	CRR
Swimming Pool: Wesbank	8 500 000	CRR
Purchasing of Land: Silvertown	5 500 000	DHS
Replace oil insulated switchgear and equipment	5 000 000	CRR

The ten largest capital projects represent a total budget of R155 295 881 which is 62.44% of the total capital budget.

ANNEXURE 1
Monthly projections of revenue and expenditure to be collected for each source

Description	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands															
Revenue By Source															
Exchange Revenue															
Service charges - Electricity	39 575	41 259	41 259	36 207	35 365	29 470	31 706	30 064	31 872	33 673	35 410	13 858	399 716	483 838	556 045
Service charges - Water	6 522	9 278	8 175	7 992	8 083	8 451	5 578	7 569	7 777	7 409	7 393	7 633	91 857	98 465	105 542
Service charges - Waste Water Management	4 135	4 135	4 186	4 186	4 186	4 237	6 725	4 120	4 120	4 091	4 091	4 149	52 364	53 679	56 475
Service charges - Waste Management	2 643	2 676	2 675	2 675	2 706	2 641	3 106	2 683	2 694	2 683	2 683	3 132	32 997	37 089	41 710
Sale of Goods and Rendering of Services	582	1 037	764	1 179	985	1 439	1 675	1 093	1 346	966	979	1 283	13 327	13 899	14 732
Agency services	442	544	666	634	487	320	576	544	474	647	589	480	6 403	6 787	7 194
Interest earned from Receivables	220	220	220	220	220	220	751	226	226	226	226	226	3 199	2 798	2 966
Interest earned from Current and Non Current A	518	518	518	518	518	518	2 718	974	974	974	974	73 325	83 051	52 954	49 954
Rental from Fixed Assets	148	150	149	153	149	149	172	174	177	180	183	249	2 035	2 085	2 210
Operational Revenue	185	337	306	356	330	391	4 449	349	383	331	333	34 155	41 904	4 149	4 374
Non-Exchange Revenue															
Property rates	11 637	14 137	14 137	14 137	14 137	14 308	14 211	14 223	14 223	14 223	14 223	14 233	167 830	183 323	193 832
Fines, penalties and forfeits	15	15	15	15	15	15	15	15	15	15	15	39 345	39 507	33 993	36 025
Licences or permits	356	438	536	511	392	258	470	445	389	526	480	394	5 194	5 464	5 787
Transfer and subsidies - Operational	59 681	–	6 316	–	–	54 401	–	–	43 938	–	–	7 760	172 097	184 740	286 976
Interest	88	88	88	88	88	88	388	109	109	109	109	109	1 463	1 124	1 191
Operational Revenue	1 283	1 283	1 283	1 283	1 283	1 283	1 283	1 283	1 283	1 283	1 283	1 283	15 402	16 989	18 681
Gains on disposal of Assets	–	90	90	90	90	990	1 019	90	90	90	90	1 443	4 169	14 081	14 340
Total Revenue	128 031	76 206	81 385	70 244	69 035	119 180	74 841	63 960	110 090	67 425	69 061	203 057	1 132 514	1 195 456	1 398 036

Description	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands															
Expenditure By Type															
Employee related costs	22 608	23 504	23 979	23 504	38 801	23 976	24 252	24 588	24 438	24 588	24 742	39 261	318 241	332 235	351 024
Remuneration of councillors	954	954	954	954	954	954	1 254	1 087	1 087	1 087	1 087	1 089	12 419	12 565	13 067
Bulk purchases - electricity	11 039	34 868	34 088	37 761	32 283	32 049	–	23 359	25 351	21 339	24 356	57 388	333 881	408 444	476 654
Inventory consumed	1 721	1 583	1 999	2 213	2 426	2 157	2 840	2 959	2 976	2 882	2 864	33 369	59 988	67 025	74 197
Debt impairment	–	–	–	–	–	–	–	–	–	–	–	700	700	5 138	5 405
Depreciation and amortisation	–	–	10 758	10 758	10 758	10 758	18 636	9 182	9 182	9 182	9 182	20 275	118 670	126 454	131 662
Interest	–	–	–	–	–	5 594	–	–	–	–	–	7 350	12 944	18 879	18 143
Contracted services	5 004	4 993	4 581	4 079	5 791	5 822	7 374	8 782	8 603	7 084	7 697	7 505	77 317	68 966	163 056
Transfers and subsidies	3	1 094	909	145	35	832	504	93	618	93	320	780	5 426	5 018	5 229
Irrecoverable debts written off	–	–	–	–	–	–	–	6 490	–	–	–	37 611	44 101	35 961	39 121
Operational costs	3 075	7 229	2 750	3 029	3 690	3 680	3 798	5 025	4 533	4 367	3 808	13 590	58 574	60 361	62 552
Losses on disposal of Assets	–	–	–	–	–	–	–	–	–	–	–	15 374	15 374	19 695	16 741
Other Losses	–	–	–	–	–	–	–	–	–	–	–	13 717	13 717	13 392	15 080
Total Expenditure	44 404	74 226	80 018	82 444	94 739	85 822	58 658	81 565	76 788	70 623	74 057	248 009	1 071 352	1 174 133	1 371 931
Surplus/(Deficit)	83 628	1 980	1 367	(12 200)	(25 704)	33 358	16 183	(17 606)	33 302	(3 197)	(4 996)	(44 952)	61 162	21 323	26 106
Transfers and subsidies - capital (monetary)	–	–	26 847	–	–	36 278	(6 567)	–	28 925	–	–	34 427	119 909	115 594	91 660
Surplus/(Deficit) after capital transfers & cont	83 628	1 980	28 214	(12 200)	(25 704)	69 636	9 617	(17 606)	62 226	(3 197)	(4 996)	(10 526)	181 071	136 917	117 766

ANNEXURE 2
Monthly projections of expenditure (operating and capital) and revenue for each vote

Description	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands															
Revenue by Vote															
Vote 1 - Corporate Services	37	43	3 209	46	41	3 210	57	55	4 002	54	54	3 988	14 795	12 877	13 459
Vote 2 - Civil Services	41 179	17 616	23 709	16 423	16 487	54 423	13 737	15 932	41 632	15 709	15 699	49 239	321 785	315 981	337 835
Vote 3 - Council	13	24	18	27	23	34	33	26	47	23	23	45	335	312	318
Vote 4 - Electricity Services	42 989	41 627	47 541	36 575	35 732	39 006	32 808	30 432	40 329	34 040	35 778	32 078	448 935	522 340	606 537
Vote 5 - Financial Services	42 591	15 169	15 535	15 184	15 164	40 705	19 319	15 745	34 187	15 733	15 735	88 536	333 604	328 680	351 507
Vote 6 - Development Services	397	693	14 539	786	659	14 980	1 191	730	14 844	649	657	20 233	70 359	74 622	120 248
Vote 7 - Municipal Manager	–	–	–	–	–	–	–	–	209	–	–	209	418	–	–
Vote 8 - Protection Services	825	1 034	3 681	1 203	928	3 101	1 128	1 040	3 765	1 217	1 114	43 156	62 192	56 239	59 792
Total Revenue by Vote	128 031	76 206	108 232	70 244	69 035	155 458	68 275	63 960	139 014	67 425	69 061	237 483	1 252 423	1 311 050	1 489 696
Expenditure by Vote															
Vote 1 - Corporate Services	2 894	2 928	2 947	3 117	4 654	3 510	3 764	3 842	4 153	3 767	3 705	5 918	45 200	44 239	46 441
Vote 2 - Civil Services	13 838	15 671	22 828	22 379	29 006	29 144	30 615	29 841	24 254	23 393	23 790	102 846	367 605	402 364	433 795
Vote 3 - Council	1 481	3 518	1 925	1 595	1 622	1 933	2 174	1 818	1 887	1 719	1 909	1 974	23 556	24 036	25 024
Vote 4 - Electricity Services	13 216	37 743	38 732	41 885	38 190	37 259	6 241	28 614	30 268	25 778	28 695	71 150	397 769	475 346	544 067
Vote 5 - Financial Services	4 858	5 415	4 475	4 504	7 752	4 561	5 711	7 134	6 108	5 965	5 894	19 632	82 010	78 005	81 756
Vote 6 - Development Services	2 244	2 317	2 487	2 467	3 665	2 559	2 656	2 699	2 614	2 545	2 586	4 225	33 065	33 387	117 810
Vote 7 - Municipal Manager	728	654	651	639	934	679	827	901	880	864	854	1 357	9 968	8 274	8 731
Vote 8 - Protection Services	5 143	5 980	5 973	5 857	8 916	6 176	6 669	6 718	6 624	6 592	6 624	40 907	112 180	108 482	114 307
Total Expenditure by Vote	44 404	74 226	80 018	82 444	94 739	85 822	58 658	81 565	76 788	70 623	74 057	248 009	1 071 352	1 174 133	1 371 931
Surplus/ (Deficit)	83 628	1 980	28 214	(12 200)	(25 704)	69 636	9 617	(17 606)	62 226	(3 197)	(4 996)	(10 526)	181 071	136 917	117 766

Description - Municipal Vote	Budget Year 2023/24												Medium Term Revenue and Expenditure Framework		
	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24	Budget Year +1 2024/25	Budget Year +2 2025/26
	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands															
Multi-year expenditure appropriation															
Vote 1 - Corporate Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 2 - Civil Services	1 800	300	1 744	5 000	6 000	5 683	2 328	5 500	7 000	5 250	6 721	3 700	51 025	55 126	75 460
Vote 3 - Council	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 4 - Electricity Services	208	773	1 255	1 325	2 533	1 333	1 333	2 133	3 033	7 033	7 033	8 589	36 581	56 000	45 800
Vote 5 - Financial Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 6 - Development Services	6 457	3 463	7 046	4 113	5 446	4 113	587	8 587	9 027	6 169	-	-	55 007	64 040	40 400
Vote 7 - Municipal Manager	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 8 - Protection Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Multi-year expenditure sub-total	8 465	4 536	10 045	10 437	13 979	11 128	4 248	16 220	19 060	18 452	13 754	12 289	142 613	175 166	161 660
Single-year expenditure appropriation															
Vote 1 - Corporate Services	-	-	-	40	26	-	40	15	35	20	-	-	176	128	130
Vote 2 - Civil Services	1 165	5 446	3 371	6 937	12 755	11 336	1 823	2 751	2 391	(5)	(1 547)	19 344	65 767	31 583	25 972
Vote 3 - Council	-	2	3	682	2	(613)	(65)	1	-	-	-	-	12	12	12
Vote 4 - Electricity Services	100	255	815	501	3 192	4 220	3 188	156	858	1 133	653	12 230	27 302	15 987	19 233
Vote 5 - Financial Services	-	15	22	2 189	15	254	(2)	-	-	-	-	(49)	2 443	321	114
Vote 6 - Development Services	-	-	10	20	169	300	512	400	5 815	50	-	-	7 276	1 376	84
Vote 7 - Municipal Manager	-	2	3	2	2	2	-	1	-	-	-	-	12	12	12
Vote 8 - Protection Services	-	10	658	140	2 936	20	(791)	-	15	100	-	-	3 088	944	1 086
Capital single-year expenditure sub-total	1 265	5 730	4 881	10 511	19 097	15 519	4 705	3 325	9 114	1 298	(894)	31 525	106 077	50 364	46 643
Total Capital Expenditure	9 730	10 265	14 926	20 948	33 076	26 648	8 953	19 544	28 174	19 750	12 860	43 815	248 690	225 529	208 303

ANNEXURE 3
Quarterly projections of service delivery targets and performance indicators for each vote

The pages that follow contain the following reports:

Annexure 3A: Performance indicators and benchmarks (operating budget)

Annexure 3B: 2023/2024 KPIs and targets from the IDP

Annexure 3C: Generic KPIs and targets for Municipal Manager and Directors

Annexure 3D: Targets and projected expenditure for each capital budget item

ANNEXURE 3A
Performance indicators and benchmarks

Description of financial indicator	Basis of calculation	Budget Year 2023/24			Budget Year +1 2024/25	Budget Year +2 2025/26
		Original Budget	Prior Adjusted	Adjusted Budget	Adjusted Budget	Adjusted Budget
<u>Borrowing Management</u>						
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	2.2%	2.2%	6.1%	2.4%	2.6%
Capital Charges to Own Revenue	Finance charges & Repayment of borrowing /Own Revenue	2.1%	2.1%	5.7%	2.4%	2.5%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants	0.0%	0.0%	0.0%	24.7%	8.2%
<u>Safety of Capital</u>						
Gearing	Long Term Borrowing/ Funds & Reserves	24.8%	24.8%	11.0%	30.6%	24.3%
<u>Liquidity</u>						
Current Ratio	Current assets/current liabilities	6:1	6:1	4:1	6:1	7:1
<u>Revenue Management</u>						
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing	97.0%	97.0%	97.0%	97.0%	97.0%
<u>Creditors Management</u>						
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))	100.0%	100.0%	100.0%	100.0%	100.0%
<u>Other Indicators</u>						
Electricity Distribution Losses (2)	Total Volume Losses (kW)	12 117 484	12 117 484	12 117 484	12 481 009	12 855 439
	Total Cost of Losses (Rand '000)	20 491	20 491	20 491	23 564	27 099
	% Volume (units purchased and generated less units sold)/units purchased and generated	6%	6%	6%	6%	6%
Water Distribution Losses (2)	Total Volume Losses (kℓ)	865 969	865 969	865 969	891 948	918 706
	Total Cost of Losses (Rand '000)	6 096 421	6 096 421	6 096 421	6 401 242	6 721 305
	% Volume (units purchased and generated less units sold)/units purchased and generated	21%	21%	21%	21%	21%
Employee costs	Employee costs/(Total Revenue - capital revenue)	29.2%	29.2%	28.1%	27.8%	25.1%
Remuneration	Total remuneration/(Total Revenue - capital revenue)	30.3%	30.3%	29.2%	28.8%	26.0%
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	6.1%	6.2%	6.3%	5.7%	5.9%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)	11.7%	11.7%	11.6%	12.2%	10.7%
<u>IDP regulation financial viability indicators</u>						
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year	7.5%	7.5%	7.8%	5.3%	6.2%
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	10.0%	10.0%	8.2%	10.3%	9.9%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	10.0	10.0	6.3	10.3	9.0

ANNEXURE 3B

KPIs and targets from the 2023 IDP

Strategic Goal 1: Community Safety and Wellbeing

Strategic Initiatives	KPI's	Targets					
		2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	Longer term
1.1 SMME development	SMME's Policy developed and approved by Council by June 2024	✓					
1.2 Social regeneration	Social Regeneration Strategy developed and approved by Council by June 2025		✓				
1.3 Take action against Gender-Based Violence and Femicide (GBVF)	GBVF Strategy developed and approved by Council by June 2026			✓			
1.4 Youth Development	Youth Policy developed and approved by Council by June 2027				✓		
1.5 Improve the prosecution of law enforcement offenders	Establishment and financial viability of a municipal court investigated and reported to Council by June 2025		✓				
1.6 Animal pound for the Swartland area	(1) Animal bylaw developed and approved by Council by June 2025		✓				
	(2) Available land identified, and the possibility of a pound investigated by June 2026			✓			
1.7 Integrated operational emergency room	(1) Viability and feasibility study in collaboration with all role-players conducted by June 2026			✓			
	(2) CCTV camera bylaw developed by June 2025		✓				
1.8 Increase law enforcement presents in all towns	Establishment of law enforcement offices in all Swartland towns investigated and reported to Council by June 2028					✓	
1.9 Document management	Document storage facility / space secured by June 2024	✓					
1.10 Strategic establishment and placement	Study on the issue of structural fires and veld fires finalised and reported to Council by June 2024	✓					

Strategic Initiatives	KPI's	Targets					
		2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	Longer term
1.11 Extension of Traffic and Law Enforcement Services	Establishment of a learners licence centre for Riebeek Valley by June 2026			✓			
1.12 Sufficient office space for Protection Services	Do a feasibility study in respect of new offices for Protection Services in Malmesbury and report to Council by June 2027				✓		

Strategic Goal 2: Economic Transformation

Strategic Initiatives	KPI's	Targets					
		2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	Longer term
2.1 Skills development	Investigate the establishment of skills development centre by June 2025		✓				
2.2 Global networks and an active participant in global knowledge exchange	Investigate global partnerships and submit a proposal to the Mayoral Committee by June 2025		✓				
2.3 Investment Promotion / Marketing	(1) Collaborate with other levels of government and other organisations to promote Swartland as a preferred destination for business and investment and report bi-annually to the management team.	✓					
	(2) Improve investment by creating an online platform by June 2026 to share information with investors			✓			
2.4 Assist and support SMME	(1) Ensure the development of an SMME Policy and submit to Council by June 2024	✓					
	(2) Ensure the organisation of an annual SMME summit or indaba	✓	✓	✓	✓	✓	
	(3) Ensure the investigation of SMME hubs in the Swartland area and submit report to Mayoral committee by June 2025		✓				
2.5 Improving the ease of doing business	Create a one stop shop for all business enquiries by June 2025			✓			

Strategic Goal 3: Quality and Reliable Services

Strategic Initiatives	KPI's	Targets					
		2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	Longer term
3.1 Water resource augmentation	(1) Berg River Voëlmei Augmentation Scheme (BRVAS) - conclusion of section 33 process by July 2023	✓					
	(2) Submit report to Council by November 2023 to consider a water supply agreement with the DWS to partake in the BRVAS	✓					
3.2 Bulk water supply system that is fit for future	(1) Develop a 15 year priority project list by December 2025			✓			
	(2) Submit report to Council by March 2025 to consider direct purchase of water for Chatsworth from City of Cape Town.		✓				
3.3 Extension of the Highlands landfill site	(1) Development of cell 2 by March 2027				✓		
	(2) Identify measures and report to Council on organic waste diversion by June 2027				✓		
3.4 Ensure sufficient infrastructure that is fit for future	Master plans reviewed and updated if required annually by June	✓	✓	✓	✓	✓	
3.5 Maintenance and upgrading that sustain and improve the current condition of surfaced roads	Investigate and report to the Portfolio Committee annually by June on the status quo condition of surfaced roads	✓	✓	✓	✓	✓	

Strategic Initiatives	KPI's	Targets					
		2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	Longer term
3.6 Wheeling framework development	(1) Develop a draft Wheeling Framework by June 2024	✓					
	(2) Submit Wheeling Framework to Council for approval by June 2025		✓				
3.7 Ensure bulk infrastructure capacity that is adequate for future developments	Master plans reviewed and updated if required annually by June	✓	✓	✓	✓	✓	
3.8 Optimally maintain electrical network infrastructure	Submit motivated budget to the Budget Office annually by November (minimum 6% of annual electricity revenue allocation is a Nersa license condition)	✓	✓	✓	✓	✓	
3.9 Ensure sustainable electricity tariffs	Submit application to Nersa for approval annually by June	✓	✓	✓	✓	✓	
3.10 Facilitate grid access for renewable energy generation	Develop a bylaw for small-scale embedded generation (SSEG) by June 2024	✓					

Strategic Goal 4: A Healthy and Sustainable Environment

Strategic Initiatives	KPI's	Targets					
		2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	Longer term
4.1 Maintain a balance between non-paying and paying households through the increased provision of affordable housing, Finance Linked Individual Subsidy Programme (FLISP) housing, Gap housing and social housing in the Swartland Area	(1) Investigate and report to council the advantages of Municipal housing accreditation by June 2025		✓				
	(2) Develop a housing pipeline annually by May	✓	✓	✓	✓	✓	
	(3) Obtain land use rights and secure funding for mixed housing developments annually	✓	✓	✓	✓	✓	
	(4) Appoint credible social housing institution to build and manage social housing by June 2025		✓				

4.2 Alignment of capital expenditure framework between spatial planning, engineering and financial services	Develop a capital expenditure framework in collaboration with DEADP and the Development Bank of SA and submit a report to Council by June 2025		✓				
4.3 Climate change study	Do a study of climate change mitigation and adaptation and report to council by June 2025		✓				

Strategic Goal 5: A Connected and Innovative Local Government

Strategic Initiatives	KPI's	Targets					
		2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	Longer term
5.1 Innovative local government	Ensure the development of an innovation policy and submit to the Mayoral Committee by June 2026			✓			
5.2 Inter-connected towns and Municipal buildings	Ensure the development of an ICT masterplan for connectivity and submit to the Mayoral Committee by June 2025		✓				
5.3 "Smart City" concept	Ensure the development of a proposal for implementing the "Smart City" concept in the Swartland and submit to the Mayoral Committee by June 2025		✓				
5.4 Increased use of digital technology	Ensure the development of a proposal for the increased use of digital technology to support business and the economy and submit to the Mayoral Committee by June 2026			✓			
5.5 Improved corporate image and communication	(1) Develop a proposal for innovative ways to use existing and new platforms to engage with residents and businesses and submit to the Mayoral Committee by June 2025		✓				

	(2) Investigate and submit a report to the Mayoral Committee by June 2026 on a digital people-centred application			✓			
	(3) Investigate the feasibility of a 24/7 customer care centre and submit a report to the Mayoral Committee by June 2025		✓				
	(4) Finalise and establish a corporate identity manual and submit to Mayoral Committee by June 2024	✓					

ANNEXURE 3C
Generic KPIs and targets for Municipal Manager and Directors

MUNICIPAL MANAGER

The performance objectives, KPI's, annual targets and risks in the following table are applicable to the Municipal Manager:

Perf Objectives	Key Performance Indicators	Target
D723: Liaison with business role-players	Hold an annual event with local business before the end of June	1 (before end of June)
D724: LED fund management	Spend 90% of the LED funds by end of June	90% for the year
D725: Sound management	Hold monthly management meetings	10 for the year
D726: Legally compliant procurement	Monitor the number of appeals monthly against the municipality regarding the awarding of tenders that were upheld	0 maximum
D727: Performance and financial monitoring	Ensure that monthly performance review sessions are held	11 for the year
D728: Annual report compilation and approval	Table the Annual Report as required by MFMA (121) to Council annually by end of January	1 (annually by end of January)
D729: Annual report compilation and approval	Submit the Annual Report to Council as required by section 129 of the MFMA (121) for approval annually by end of March	1 (annually by end of March)
D730: Council decision implementation	Implement 100% of council decisions quarterly	100%
D732: Functional macro-structure maintained	Review the macro structure annually	1 (before end of June)
D733: MFMA Section 131(1): Ensure that any issues raised by the Auditor-General in an audit report are addressed	% of issues raised by the Auditor-General in an audit report addressed by 30 June	100%
D734: Training needs of staff	Submit training needs of staff to HR at meetings held with all departments during November annually	1
New: Performance management	Conduct a formal performance evaluation of the Section 57 managers in terms of their signed performance agreements annually	1

General Indicators in Terms of The Municipal Planning and Performance Management Regulations, 2001

Indicator in the regulations	Key Performance Indicators	Targets
D735: Reg 10(c): Percentage of a municipality's capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's integrated development plan	Spend 95% of capital budget by the end of June	95% for the year
D736: Reg 10(d): The number of jobs created through municipality's LED initiatives including capital projects	Create 150 jobs through Municipality's capital projects (contracts > R200 000) by 30 June	150 for the year

ALL DIRECTORS

The performance objectives, KPI's and targets in the following table are on a management level and are applicable to all the directors:

Perf Objectives	Key Performance Indicators	Target
Capital expenditure in line with budget and time frames	Spend 95% of the capital budget by the end of June	95%
Operating expenditure in line with budget and time frames	Spend 90% of the operating budget by the end of June	90%
Workforce training roll-out	Ensure that 95 of planned training sessions according to the Workplace Skills Plan realised by the end of June	95%
Council decision implementation	Initiate/Implement 100% of council decisions monthly	100%
Performance management	Ensure that monthly performance assessments are held	11 for the year
Annual Report inputs provided by departments	Complete departmental input to the annual report on the AR Framework annually by end of October	100%
Budget inputs provided by departments	Submit budget requests to the financial department by end of October	1
Assignments from the municipal manager completed	Number of written warnings received from the municipal manager by the end of June	0 maximum
Equal employment opportunity management	Ensure that 90% of new appointments comply with the employment equity targets	90% cumulative by end of June annually
Audit issues resolved	% of internal audit actions implemented within by 30 June	100% annually by June
Audit issues resolved	% of Auditor General's findings implemented by 30 June	100% annually by June
Risk identification and control implementation	Complete bi-annual departmental risk assessments	2
Risk identification and control implementation	% of Risk Action Plans implemented by 30 June	100% annually by June
Invocoms held	Ensure that monthly invocoms are held	10 for the year
Average duration of vacancies reduced	Fill vacancies within 6 months after decision was taken by management to fill the post	6 months maximum
Productive workforce	Monitor the percentage of person days lost per month due to sick leave	4% pm maximum
EPWP monitoring	Monitor the number of EPWP work opportunities created by 30 June	296 for the whole organisation
Asset safeguarding	Complete a condition assessment and review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	1 (annually by June)

Asset safeguarding	Report all moveable assets quarterly that became unusable or that were lost or stolen quarterly in the prescribed manner to the Head: Asset Management	4 for the year
Communication Strategy implementation	Submit a plan of all planned communication activities for the next financial year in terms of the Communication Strategy to the Communication Officer by end of June	1 (annually by end of June)
Communication Strategy implementation	Submit quarterly reports on all communication activities undertaken by the directorate submitted to the Communication Officer	4 for the year
Issuing of safety clothing	Ensure that all safety clothing is issued by the end of March	100% (by end of March)
Spending of grants	Spend 100% of operational and capital grants by the end of June	100% (by end of June)
Ensure that accurate revenue estimates are prepared in relation to operating requirements	Submit projected tariff increases determined for the new budget annually by end of October	1
Ensure timeous submission of capital payment invoices and payment certificates to the finance department	Submit all capital unbundling packs with all outstanding invoices annually to the Finance Department by 10 July	100% (annually by 9 July)
Training needs of staff	Submit training needs of staff to HR at meetings held with all departments during November annually	1 (annually by November)

SPECIFIC DIRECTORS

Over and above the performance objectives, KPI's and targets in the preceding table, the under mentioned are only applicable to the specific directors as indicated:

DIRECTOR FINANCIAL SERVICES

Perf Objective	Key Performance Indicators	Target
D954: Ensure that accurate revenue estimates are prepared in relation to realistically anticipated revenue streams	Projected tariff increases determined for the budget of the new financial year annually by end of February	1

General Indicators in Terms of The Municipal Planning and Performance Management Regulations, 2001

Indicator in the regulations	Key Performance Indicators	Targets
D958: Reg 10 (b): Access to free basic services	Manage the provision of free basic service subsidies in line with council's policy annually	100%
D281: Reg 10 (g): Ensure general financial viability	Measure the % of outstanding service debtors	20%
	Measure financial viability in terms of cost coverage ratio for the current financial year	3 months
	Measure the % of debt coverage ratio for the current financial year	45%

DIRECTOR CORPORATE SERVICES

Perf Objective	Key Performance Indicators	Target
D826: Promote employment equity through continuous planning	Review and update the employment equity plan by end of June as a result of any major event or restructuring that occurred during the financial year	1

General Indicators in Terms of The Municipal Planning and Performance Management Regulations, 2001

Indicator in the regulations	Key Performance Indicators	Targets
D827: Reg 10 (e): People from employment equity target groups employed	The percentage (%) of appointments made in the three highest levels of management which comply with the Employment Equity Plan, measured by Number of appointments in the three highest levels of management, which comply with the Employment Equity targets/ Total appointments made in three highest levels of management x 100	90%
Indicator in the regulations	Key Performance Indicators	Targets
D828: Reg 10 (f): Budget spent on implementing the workplace skills plan	Spend 90% of the Municipality's training budget on implementing its Workplace Skills Plan by end of June	90%

DIRECTOR CIVIL ENGINEERING SERVICES

Perf Objective	Key Performance Indicators	Target
D711: Improved water sustainability	Manage the % of water losses within the National Treasury norm annually by end of June	21%

General Indicators in Terms of The Municipal Planning and Performance Management Regulations, 2001

Indicator in the regulations	Key Performance Indicators	Targets
D712: Reg 10 (a) Access to water, sanitation and refuse removal	Supplying of piped water service points to residential account holders which are connected to the municipal water infrastructure network as of 30 June	22 602
	Supplying of sanitation services to municipal residential account holders as of 30 June	20 409
	Number of residential account holders receiving refuse removal services as of 30 June	22 112

DIRECTOR ELECTRICAL ENGINEERING SERVICES

Perf Objective	KPI	Target
D783: Improved energy sustainability	Manage the % of electricity losses within the NERSA benchmark norm annually by end of June	10%
D784: Minimum competencies attained	Complete the required number of unit standards of the MMCP by June 2024	15

General Indicators in Terms of The Municipal Planning and Performance Management Regulations, 2001

Indicator in the regulations	Key Performance Indicators	Targets
D785: Reg 10 (a): Improved access to electricity	Supplying of electricity services to residential account holders for electrical metering	16 326

DIRECTOR PROTECTION SERVICES

Perf Objective	KPI	Target
D911: Effective monitoring of informal settlements	Report monthly to the Portfolio Committee on any new informal dwellings / structures erected	12

ANNEXURE 3D

Targets and projected expenditure for each capital budget item

PROJECT DESCRIPTION	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Equipment : Civil	-495	-	8 277	14 478	15 000	5 000	9 000	-	-	-	-	-	51 260
Sewerage Works: Moorreesburg (CRR)	300 000	500 000	208 681	-	-	-	-	-	-	-	-	-	1 008 681
Sewerage Works: Darling (CRR)	-	-	102 000	-	-	-	-	-	-	-	-	-	102 000
Sewerage Works Chatsworth: Fencing	-	216 000	-	-	300 000	300 000	300 000	200 000	-	-	-	-	1 316 000
Upgrading of bulk collectors: Darling	-	-	-	-	-	-	-	-	-	-	150 000	150 000	300 000
Replace: Darling Drum Screens	-	-	-	-	-	-	-	-	1 250 000	-	-	-	1 250 000
Upgrading of bulk collectors: Moorreesburg	-	-	-	-	-	-	-	-	-	-	100 000	100 000	200 000
Equipment : Sewerage Telemetry	-	-	15 000	15 000	8 000	-	-	-	-	-	-	-	38 000
Equipment : Sewerage	-	5 000	10 000	5 000	5 000	5 000	2 000	-	-	-	-	-	32 000
Schoonspruit: Pipe Replacement	500 000	2 500 000	500 000	400 000	-	-	-	-	-	-	-	-	3 900 000
Generator Installation: Abbotsdale Sewer Pumpstation	-	-	-	300 000	300 000	300 000	307 596	-	-	-	-	-	1 207 596
Generator Installation: Moorreesburg WWTW	-	-	-	-	-	61 621	-	-	-	-	-	-	61 621
Generator Installation: Darling WWTW & Pumpstation	-	-	-	-	300 000	300 000	500 000	500 000	604 138	-	-	-	2 204 138
Donated PPE: Sewerage Infrastructure (De Werf)												605 040	605 040
Equipment : Buildings & Maintenance	-	-	5 000	5 000	5 000	5 000	5 000	3 500	-	-	-	-	28 500
Buildings: CK23064 Nissan NP300 H	-	-72 946	-	-118 585	976 500	-	-80 099	-	-	-	-	-	704 870
Fitting of Council Chambers (Std Bank Building)	-	500 000	500 000	500 000	500 000	500 000	400 000	-	-	-	-	-	2 900 000
Moorreesburg Stores Ablution Facilities	-	-	-	-	-	-	-	53 000	-	-	-	-	53 000
Wesbank Cemetery: Extension	-	-	-	-	-	-	-	-	-	-	200 000	-	200 000
New Cemetery Moorreesburg: Perimeter Protection	-	-	300 000	206 450	200 000	-1 164	-165 286	-	-	-	-	-	540 000
Ward Committee Projects: Parks	-	-	-	-	200 000	100 000	100 000	200 000	200 000	200 000	-	-	1 000 000
Ward Committee Projects	-	-	-	-	-	-	-	-	100 000	-	-	-	100 000
Equipment: Parks	-	-	10 000	80 000	10 000	10 000	10 000	10 000	4 000	-	-	-	134 000
Parks: CK16683 Nissan NP300	-	-	-	-	438 375	-	-3 071	-	-	-	-	-	435 304
Parks: CK43400 Trailer with Roller	-	-	-	-	136 500	-	-20 000	-	-	-	-	-	116 500
Parks: CK28881 John Deere Tractor	-	-	-	-	620 000	-	-	-	-	-	-	-	620 000
Roads Swartland: Resealing of Roads (CRR)	-	-	-750 000	2 000 000	2 000 000	1 001 164	1 000 000	2 000 000	2 000 000	-	-	-	9 251 164
Roads Swartland: Construction of New Roads (CRR)	500 000	-	1 250 000	1 000 000	1 500 000	1 000 000	500 000	1 500 000	1 500 000	500 000	500 000	-	9 750 000
Roads Swartland: Construction of New Roads (MIG)	-	-	708 000	2 000 000	2 000 000	1 000 000	500 000	1 000 000	2 000 000	2 000 000	2 970 506	-	14 178 506
Upgrading of N7/Voortrekker Northern Interchange	-	-	-	-	-	2 381 500	-	-	-	-	-	-	2 381 500
Construction of side walks and recreational nodes in Iling	500 000	500 000	224 943	-	-	-	-24 835	-	-	-	-	-	1 200 108
Ward Committee Projects: Roads	-	-	-	-	200 000	100 000	100 000	200 000	200 000	200 000	-	-	1 000 000
Ward Committee Projects: Roads	-	-	-	-	-	-	-	-	100 000	-	-	-	100 000
Roads: CK18925 UD85	-	-	-	-	-	1 316 175	-134 175	-	-	-	-	-	1 182 000
Access road and Intersection Upgrading: Illinge Lethu	-	-	-	-	-	-	666 891	-	-	-	-	-	666 891
Asphalt Sidewalks: Landbou Street, Moorreesburg							-	500 000	-	-	-	-	500 000
Donated PPE: Roads Infrastructure (De Werf)												12 880 433	12 880 433
Swimming Pool: Wesbank	-	-	-	-	-	-	-	500 000	1 000 000	2 000 000	2 500 000	2 500 000	8 500 000
Upgrading of Illinge Lethu Sports Fields	500 000	500 000	750 000	1 000 000	1 200 000	750 000	500 000	1 200 000	1 200 000	1 276 494	-	-	8 876 494
Upgrading of Illinge Lethu Sports Fields	-	-	-	-400 000	-	-	-	500 000	500 000	300 000	-	-	900 000
Upgrading of Netball Courts: Moorreesburg	-	-	-	200 000	200 000	200 000	200 000	166 374	-	-	-	-	966 374
Viewing Centres: Broadcasting equipment & related infrast	41	75 041	41	41	41	41	41	41	41	41	41	44	75 495
Stormwater Network	-	-	-	-	-	-	-	100 000	100 000	-	-	-	200 000
Stormwater Network	-	-	-	-	-	-	-	-	20 000	-	-	-	20 000
Stormwater Network	-	-	-	-	-	-	-	-	30 000	-	-	-	30 000
Equipment: Streets and Stormwater	-	-	-	10 000	10 000	10 000	5 000	10 000	10 000	9 000	-	-	64 000
Donated PPE: Stormwater Infrastructure (De Werf)												2 168 711	2 168 711

PROJECT DESCRIPTION	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Water: Upgrading water reticulation network: PRV's, flow c	-	-	-	-	-	100 000	-	-	-	-	-	-	100 000
Bulk water infrastructure (emergency spending)	-	1 000 000	500 000	500 000	500 000	-	-	-	-	-	-	-	2 500 000
Connections: Water Meters (New/Replacements)	-711 615	65 601	65 601	65 601	65 601	65 601	65 601	65 601	65 601	65 601	65 601	65 605	10 000
Connections: Water Meters (New/Replacements)	777 216	-	-	-	-	-	-	-	10 000	-	-	-	787 216
Equipment : Water	-	-	6 723	5 000	10 000	5 000	5 000	5 000	10 000	6 000	-	-	52 723
Swartland System S3.3 & S3.4 Panorama to Wesbank I1/4	500 000	-700 000	-	-	-	300 000	353 121	-	-	-	-	-	453 121
Darling SDW2.4 & SDW2.5, SDW1.2 & SDW2.1 water netw	-	-	-	-	200 000	200 000	200 000	100 000	-	-	-	-	700 000
Water: CK15380 Isuzu 250 Crew Cab	-	-143 054	-	522	-	873 489	-	-	-	-	-	-	730 957
Chatsworth/Riverlands upgrade bulk water supply - CRR	-	-	-	-	-	-	-	-	-	250 000	250 000	-	500 000
Generator Installation: Riverlands Water Pumpstation	-	-	-	-	300 000	300 000	300 000	438 488	-	-	-	-	1 338 488
Generator Installation: Kalbaskraal Water Pumpstation	-	-	-	300 000	300 000	300 000	300 000	268 956	-	-	-	-	1 468 956
Generator Installation: Wesbank Water Tower & Boosters	-	-	-	300 000	300 000	300 000	185 749	-	-	-	-	-	1 085 749
Generator Installation: Rustfontein Water Pumpstation	-	-	-	300 000	300 000	500 000	39 969	-	-	-	-	-	1 139 969
Generator for Wesbank Water Tower and Boosters	-	700 000	-	-	-	-	200 000	386 760	-	-	-	-	1 286 760
Replace Existing Water pipe: Illinge Lethu	-	-	-	-	-	-	300 000	-	-	-	-	-	300 000
Donated PPE: Water Infrastructure (De Werf)												6 588 070	6 588 070
Highlands: Development of new cell (CRR)	-	-	-	-	500 000	-	-	500 000	500 000	500 000	500 000	-	2 500 000
Equipment : Refuse bins, traps, skips (Swartland)	-	-	-	-	-	-	50 000	50 000	50 000	-	-	-	150 000
Equipment : Refuse Removal	-	-	-	5 000	5 000	5 000	5 000	6 000	-	-	-	-	26 000
Equiping Donated Vehicle with Equipment	-	-	-	-	150 000	-	-	-	-	-	-	-	150 000
Refuse: CK43134 Nissan UD35A	-	-	-	193 550	-	-	681 450	-	-	-	-	-	875 000
Equipment : Development Services	-	-	10 000	10 000	14 000	-	-	-	10 000	-	-	-	44 000
LED Units/Trading Stalls:Darling	-	-	-	-	150 000	200 000	150 000	-	-	-	-	-	500 000
LED Units/Trading Stalls:Darling	-	-	-	-	-	-	150 000	200 000	150 000	-	-	-	500 000
YZF Caravan Park: Expansion	-	-	-	-	-	100 000	200 000	200 000	150 000	50 000	-	-	700 000
Equipment: YZF Caravan Park	-	-	-	10 000	5 000	-	12 000	-	5 000	-	-	-	32 000
Malmesbury De Hoop (Professional Fees)	2 000 000	300 000	-	-	-	-	-1 800 000	-	-	-	-	-	500 000
Malmesbury De Hoop Serviced Sites (Prof Fees)	640 000	232 727	232 727	232 727	232 727	232 727	2 178 661	2 178 661	2 178 661	2 178 662	-	-	10 518 280
Malmesbury De Hoop Serviced Sites (Sewerage)	-	-	780 000	780 000	780 000	780 000	828 597	828 597	828 597	828 597	-	-	6 434 388
Malmesbury De Hoop Serviced Sites Phase 1 (Water)	-	-	650 000	650 000	650 000	650 000	690 497	690 497	690 497	690 499	-	-	5 361 990
Malmesbury De Hoop Serviced Sites Phase 1 (Streets & St	1 000 000	2 000 000	2 450 000	2 450 000	2 450 000	2 450 000	2 471 336	2 471 336	2 471 336	2 471 336	-	-	22 685 342
Malmesbury De Hoop Serviced Sites (Phola Park) (Prof Fee	62 000	62 000	-	-	-	-	-	380 617	380 617	-	-	-	885 234
Malmesbury De Hoop Serviced Sites (Phola Park) Water	868 000	868 000	-	-	-	-	-1 342 365	-	-	-	-	-	393 635
Malmesbury De Hoop Serviced Sites (Phola Park) (Sewerage)							-	165 742	165 742	-	-	-	331 483
Malmesbury De Hoop Serviced Sites (Phola Park) (Streets & Stormwater)							-	673 324	673 324	-	-	-	1 346 648
Malmesbury De Hoop Serviced Sites (Bulk)	-	-	500 000	-	-	-	-440 000	-	-	-	-	-	60 000
Malmesbury De Hoop Serviced Sites (Bulk) Water							-	-	440 000	-	-	-	440 000
Darling 186 (Professional Fees)	333 333	-	333 333	-	333 333	-	-	198 001	198 001	-	-	-	1 396 000
Darling Serviced Sites (186) Phase 1 (Water)	-	-	-	-	-	-	-	95 000	95 000	-	-	-	190 000
Darling Serviced Sites (186) Phase 1 (Sewerage)							-	80 000	80 000	-	-	-	160 000
Darling Serviced Sites (186) Phase 1 (Streets & Stormwater)							-	325 000	325 000	-	-	-	650 000
Darling Serviced Sites (327) Prof Fees Phase 2	454 000	-	-	-	-	-	-	-	-	-	-	-	454 000
Moorreesburg (Professional Fees)	1 100 000	-	1 100 000	-	-	-	-	500 000	500 000		-	-	3 200 000
Purchasing of Land: Silvertown							-	-	5 500 000	-	-	-	5 500 000
Malmesbury: Saamstaan/De Hoop area: Upgrading of bulk	158 000	500 000	1 000 000	1 000 000	2 000 000	1 000 000	1 000 000	2 000 000	3 000 000	4 000 000	4 000 000	4 000 000	23 658 000
Outdoor Skid mounted Generator for Malmesbury Head Of	-	-	-	-	-	-	1 100 000	-	-	-	-	-	1 100 000
Outdoor Skid mounted Generator for Malmesbury Head Of	-	-	-	-	-	33 333	33 333	33 334	-	-	-	-	100 000
Replace oil insulated switchgear and equipment	-	-	-	-	1 000 000	1 250 000	2 250 000	-	-	-	-	-	4 500 000
Replace oil insulated switchgear and equipment	-	-	-	-	-	-	50 000	50 000	100 000	100 000	100 000	100 000	500 000
LV Upgrading: Swartland	-	10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000	-	100 000
LV Upgrading: Swartland	-	50 000	50 000	100 000	100 000	100 000	100 000	100 000	150 000	150 000	100 000	100 000	1 100 000

PROJECT DESCRIPTION	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
MV Upgrading: Swartland	-	10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000	10 000	-	100 000
MV Upgrading: Swartland	-	50 000	50 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	1 000 000
Substation Fencing: Swartland	-	-	20 000	25 000	25 000	-	-	25 000	25 000	25 000	20 000	15 000	180 000
Substation Fencing: Swartland	-	-	-	3 000	3 000	-	-	3 000	3 000	3 000	3 000	2 000	20 000
Connections: Electricity Meters (New/Replacements)	-	2 000	2 000	2 000	2 000	2 000	2 000	2 000	2 000	2 000	2 000	-	20 000
Connections: Electricity Meters (New/Replacements)	30 000	40 000	100 000	100 000	100 000	60 000	50 000	60 000	100 000	100 000	60 000	30 000	830 000
Darling 184 IRDP erven. Electrical bulk supply, infrastru	-	-	-	-	-	200 000	-	-	-	-	-	-	200 000
Malmesbury Illinge Lethu. Formalisation of ~220 erven for	50 000	250 000	200 000	291 662	500 000	300 000	300 000	100 000	-	-	-	-	1 991 662
Malmesbury De Hoop 132/11kV Substation, 132kV transm	-	20 000	22 000	-	-	-	-	-	-	3 000 000	3 000 000	4 589 440	10 631 440
Malmesbury De Hoop 132/11kV Substation, 132kV transm	-	3 000	33 000	33 000	33 000	33 000	33 000	33 000	33 000	33 000	33 000	-	300 000
Streetlight, kiosk and polebox replacement: Swartland	50 000	50 000	50 000	50 000	75 000	50 000	50 000	50 000	50 000	75 000	50 000	50 000	650 000
Protection and Scada Upgrading: Swartland	-	-	-	-	220 000	-	-	-	130 000	-	-	-	350 000
Malmesbury Security Operational Centre: Communication,	-	-	480 000	33 372	-	-	-	-	100 000	100 000	-	-	713 372
Replacement of obsolete air conditioners	-	-	-	20 000	20 000	20 000	-	30 000	30 000	260 000	50 000	-	430 000
Equipment: Electric	20 000	-24 000	30 000	35 000	35 000	30 000	20 000	35 000	35 000	35 000	35 000	20 000	306 000
Emergency Power Supply	-	-	-	-	-	-	-	100 000	-	100 000	100 000	-	300 000
Elec: CK29443 Isuzu N Series & Crane	-	54 000	-	-	-	1 942 092	-	-	-	-	-	-	1 996 092
Donated PPE: Electrical Infrastructure (De Werf)												11 800 000	11 800 000
Terminals	-	-	-	-	40 000	-	-	-	-	-	-	-	40 000
Scanner Replacements	-	-	-	-	-	-	-	80 000	-	-	-	-	80 000
Equipment: Information Technology	-	6 818	6 818	6 818	6 818	6 818	6 818	6 818	6 818	6 818	6 818	6 820	75 000
Printers	-	6 181	6 181	6 181	6 181	6 181	6 181	6 181	6 181	6 181	6 181	6 190	68 000
DeskTops	-	-	-	-	264 000	-	-	-	-	-	-	-	264 000
Notebooks	-	-	-	-	375 000	-	-	-	-	50 000	-	-	425 000
Equipping Law Enf Office: Moorreesburg	-	-	-	-	-	-	-	55 000	-	-	-	-	55 000
Equipment : Financial	-	15 000	5 000	10 000	15 000	-	-2 304	-	-	-	-	-	42 696
Finance: CK40700 Citi Golf 310	-	-	-	254 058	-	254 058	-	-	-	-	-	-	508 116
Meterreading Handhelds	-	-	-	80 000	-	-	-	-	-	-	-	-	80 000
Finance: CK22572 Nissan NP300 Hardbody	-	-	-	721 582	-	-	-	-	-	-	-	-	721 582
Finance: CK14227 Chevrolet Aveo	-	-	-	254 058	-	-	-	-	-	-	-	-	254 058
Finance: CK18439 Chevrolet Aveo	-	-	-	254 058	-	-	-	-	-	-	-	-	254 058
Finance: CK42165 Chevrolet Aveo (Replace with Bakkie)	-	-	-	360 791	-	-	-	-	-	-	-	-	360 791
Finance: CK41089 Chevrolet Aveo	-	-	-	254 058	-	-	-	-	-	-	-	-	254 058
Asset Recording Handhelds	-	-	16 500	-	-	-	-	-	-	-	-	-	16 500
Replacement: Drones	-	-	-	110 000	-	-	-	-	-	-	-	-	110 000
Equipment: Protection	-	10 000	-	10 000	-	20 000	-	-	15 000	-	-	-	55 000
Traffic: CK39217 Chevrolet Aveo 1.6	-	-	329 123	-	-	-	-	-	-	-	-	-	329 123
Traffic: CK43672 Chevrolet Aveo	-	-	329 123	-	-	-	-	-	-	-	-	-	329 123
Equipment : Fire Fighting	-	-	-	-	60 000	-	-	-	-	100 000	-	-	160 000
Equipment : K9 Unit	-	-	-	20 000	-	-	20 000	-	-	-	-	-	40 000
Fire Fighting Equipment	-	-	-	-	926 000	-	-	-	-	-	-	-	926 000
Fire: CK38172 Nissan Cabstar *Replace with Light Pumpe	-	-	-	-	1 950 000	-	-849 067	-	-	-	-	-	1 100 933
Donated PPE: Computer Equipment							27 685						27 685
Donated PPE: Furniture and Office Equipment							10 435						10 435
Equipment : MM	-	2 000	3 000	2 000	2 000	2 000	-	1 000	-	-	-	-	12 000
Equipment : Council	-	2 000	3 000	2 000	2 000	2 000	-	1 000	-	-	-	-	12 000
Equipment : Corporate	-	-	-	-	16 000	-	-	5 000	5 000	-	-	-	26 000
Equipment: Libraries	-	-	-	-	10 000	-	-	10 000	10 000	20 000	-	-	50 000
Equipment Corporate: Buildings & Swartland Halls	-	-	-	40 000	-	-	40 000	-	20 000	-	-	-	100 000
GRAND TOTAL	9 730 480	10 265 368	14 926 071	20 948 422	33 076 076	26 647 707	8 953 124	19 544 342	28 174 068	19 749 744	12 859 662	43 814 857	248 689 919

ANNEXURE 4
Ward information for expenditure and service delivery

Project Ref	Project Description	Budget 2023/2024
WARDS 1 & 2		
P16	New Cemetery Fencing: Moorreesburg	540 000
P52	New Transfer Station Koringberg	-
P105	Equipping Law Enforcement Office: Moorreesburg	55 000
P14	Moorreesburg Stores Ablution Facilities	53 000
P7	Upgrading of bulk collectors: Moorreesburg	200 000
P2	Sewerage Works: Moorreesburg	1 008 681
P73	Moorreesburg Serviced Sites (652) Professional Fees	3 200 000
P34	Upgrading of netball courts Moorreesburg	966 374
P134	Generator Installation: Moorreesburg WWTW	61 621
WARDS 3 & 12		
WARD 4		
P4	Sewerage Works: Chatsworth - Fencing	1 316 000
P49	Chatsworth/Riverlands upgrade bulk water supply	500 000
P139	Generator Installation: Riverlands Water Pumpstation	1 338 488
P142	Generator Installation: Rustfontein Water Pumpstation	1 139 969
WARDS 5 & 6		
P61	Equipment YZF Caravan Parks	32 000
P60	YZF Caravan Park: Expansion	700 000
P5	Upgrading of bulk collectors: Darling	300 000
P6	Sewerage Darling: Replace Drum Screens	1 250 000
P3	Sewerage Works: Darling	102 000
P47	SDW2.4 & SDW2.5, SDW1.2 & SDW2.1 water network upgrades (for housing project)	700 000
P87	Darling 184 IRDP erven. Electrical bulk supply, infrastructure and connections	200 000
P70	Darling Service Sites (186) Prof Fees Phase 1	1 396 000
P58/P59	LED Trading Stalls Darling	1 000 000
P71	Darling Service Sites (186) Phase 1	-
P72	Darling Service Sites (327) Prof Fees Phase 2	454 000
P135	Generator Installation: Darling WWTW & Pumpstation	2 204 138
WARD 7		
P133	Generator Installation: Abbotsdale Sewer Pumpstation	1 207 596
P140	Generator Installation: Kalbaskraal Water Pumpstation	1 468 956

Project Ref	Project Description	Budget 2023/2024
WARDS 8, 9, 10 & 11		
P75/P76	Outdoor Skid mounted generator for Malmesbury Head Office building including automatic transfer and connections	1 200 000
P10	Sewerage: Schoonspruit: Pipe Replacement	3 900 000
P88	Malmesbury Ilinge Lethu. Formalisation of 220 erven for Blocks A & B Informal areas. Electrical bulk supply, infrastructure and connections	1 991 662
P32/P33	Upgrading of Ilinge Lethu Sports Fields	9 776 494
P27	Construction: Side walks and Recreational nodes (Ilinge Lethu & Wesbank)	1 200 108
P136	Sewer Reticulation and Connection: Ilinge Lethu	-
P137	Access road and Intersection Upgrading: Ilinge Lethu	-
P138	Access road and Intersection Storm water: Ilinge Lethu	-
P144	Water Reticulation and Connection: Ilinge Lethu	-
P145	Replace Existing Water pipe: Ilinge Lethu	300 00
P141	Generator Installation: Wesbank Water Tower & Boosters	1 085 749
P143	Generator for Wesbank Water Tower and Boosters	1 286 760
P129	Relocation of section of 11 kV Cable between Darlingweg S/S to Holomisa S/S	-
P130	Relocation of section of 11 kV Cable between Darlingweg S/S to Holomisa S/S (Materials and Supplies)	-
P131	Ilinge Lethu School Electrical Service Connection	-
P132	Ilinge Lethu School Electrical Service Connection (Materials and Supplies)	-
VARIOUS WARDS		
P15	Wesbank Cemetery: Extension	200 000
P93	Malmesbury Security Operational Centre	713 372
P89/P90	132/11kV Eskom Schoonspruit substation, 132kV transmission line and Servitudes	10 631 440
P74	Malmesbury De Hoop Development: Electrical Bulk supply upgrading (INEP)	23 658 000
P62	Malmesbury De Hoop (Prof Fees)	500 000
P63	Malmesbury De Hoop Serviced Sites (Prof Fees)	10 518 280
P67	Malmesbury De Hoop Serviced Sites (Phola Park) (Prof Fees)	885 234
P69	Malmesbury De Hoop Serviced Sites (Bulk)	60 000
P68	Malmesbury De Hoop Serviced Sites (Phola Park)	393 635
P64/P65/P66	Malmesbury De Hoop Serviced Sites Phase 1	34 481 720
P26	Upgrading of N7/Voortrekker Northern Interchange	2 381 500
P31	Swimming pool: Wesbank	8 500 000
P46	Swartland System S3.3 & S3.4 Panorama to Wesbank I1/4	453 121

Project Ref	Project Description	Budget 2023/2024
ALL WARDS		
Electricity Distribution		
P79/P80	LV Upgrading Swartland	1 200 000
P83/P84	Substation fencing	200 000
P85/P86	Connections: Electricity Meters (New/Replacements)	850 000
P81/P82	MV upgrading Swartland	1 100 000
P94	Replace obsolete air conditioners	430 000
P77/P78	Replace oil insulated switchgear and equipment	5 000 000
P91	Streetlight, kiosk and polebox replacement: Swartland	650 000
P92	Protection and Scada Upgrading: Swartland	350 000
P96	Emergency Power Supply	300 000
Refuse Removal		
P50	Boreholes for Landfill sites	-
P51	Highlands: Development of new cell	2 500 000
ICT Services		
P99	IT: Terminals	40 000
P100	IT: Scanner replacements	80 000
P101	IT: equipment	75 000
P102	IT: printers	68 000
P103	IT: desktops	264 000
P104	IT: notebooks	425 000
P98	IT: Backup solution	-
Parks and recreation		
P17/P18	Ward committee projects	1 100 000
Sports Grounds		
P35	Viewing centres: Broadcasting equipment and related infrastructure	75 495
Roads and storm water		
P23	Resealing/upgrading of roads and sidewalks (Swartland)	9 251 164
P36/P37/P38	Storm water network (Swartland)	250 000
P24/P25	New roads	23 928 506
P28/P29	Roads: ward committee projects	1 100 000
Sewerage		
P8	Sewerage: telemetry	38 000
Municipal Property		
P13	Buildings: Fitting of Council Chambers (Std Bank Building)	2 900 000
Water Distribution		
P40	Water: upgrading/replacement water reticulation network	-
P41	Water: upgrading of water reticulation network: PRV's, flow control, zone metering	100 000
P43/P44	Water: new connections: water meters	797 216

Project Ref	Project Description	Budget 2023/2024
P42	Bulk water infrastructure (emergency spending)	2 500 000
Financial Services		
P108	Meter reading handhelds	80 000
P114	Asset Recording Handhelds	16 500
Protection Services		
P115	Replacement: Drones	110 000
Equipment		
P1	Equipment Civil Services	51 260
P11	Equipment Buildings & Maintenance	28 500
P19	Equipment Parks	134 000
P53	Equipment Refuse bins, traps, skips (Swartland)	150 000
P54	Equipment Refuse Removal	26 000
P9	Equipment Sewerage	32 000
P39	Equipment Streets and Storm Water	64 000
P45	Equipment Water	52 723
P126	Equipment Corporate	26 000
P128	Equipment Corporate: Halls and buildings	100 000
P127	Equipment Libraries	50 000
P124	Equipment Council	12 000
P123	Equipment Municipal Manager	12 000
P57	Equipment Development Services	44 000
P95	Equipment Electricity	306 000
P106	Equipment Finance	42 696
P116	Equipment Traffic and Law Enforcement	55 000
P119	Equipment Fire and Emergency Services	160 000
P121	Fire Fighting equipment	926 000
P120	Equipment: K9 Unit	40 000
Vehicles		
-	Vehicles Municipal Manager	-
-	Vehicles Parks	1 171 804
-	Vehicles Electricity	1 996 092
-	Vehicles Roads	1 182 000
-	Vehicles Traffic and Law Enforcement	658 246
-	Vehicles Municipal Buildings	704 870
-	Vehicles Refuse	1 025 000
-	Vehicles Water	730 957
-	Vehicles Finance	2 352 663
-	Vehicles Fire Services	1 100 933
TOTAL		248 689 919

ANNEXURE 5

DCoG MFMA Circular No 88 indicators applicable to local municipalities for 2023/24 (pilot)

The following indicators are being reported on as a **pilot** during the 2023/2024 financial year:

OUTPUT INDICATORS FOR QUARTERLY REPORTING

EE1.11	Number of dwellings provided with connections to mains electricity supply by the municipality
EE3.11	Percentage of unplanned outages that are restored to supply within industry standard timeframes
EE3.21	Percentage of planned maintenance performed
TR6.12	Percentage of surfaced municipal road lanes which has been resurfaced and resealed
TR6.13	KMs of new municipal road network
TR6.21	Percentage of reported pothole complaints resolved within standard municipal response time
WS1.11	Number of new sewer connections meeting minimum standards
WS2.11	Number of new water connections meeting minimum standards
WS3.11	Percentage of callouts responded to within 24 hours (sanitation/wastewater)
WS3.21	Percentage of callouts responded to within 24 hours (water)
GG1.21	Staff vacancy rate
GG1.22	Percentage of vacant posts filled within 3 months
GG2.11	Percentage of ward committees with 6 or more ward committee members (excluding the ward councillor)
GG2.12	Percentage of wards that have held at least one councillor-convened community meeting
GG2.31	Percentage of official complaints responded to through the municipal complaint management system
GG5.11	Number of active suspensions longer than three months
GG5.12	Quarterly salary bill of suspended officials
LED1.21	Number of work opportunities created through Public Employment Programmes (incl. EPWP, CWP and other related employment programmes)
LED2.12	Percentage of the municipality's operating budget spent on indigent relief for free basic services
FD1.11	Percentage compliance with the required attendance time for structural firefighting incidents
LED1.11	Percentage of total municipal operating expenditure spent on contracted services physically residing within the municipal area
LED3.11	Average time taken to finalise business license applications
LED3.31	Average number of days from the point of advertising to the letter of award per 80/20 procurement process
LED3.32	Percentage of municipal payments made to service providers who submitted complete forms within 30-days of invoice submission
FM1.11	Total Capital Expenditure as a percentage of Total Capital Budget
FM1.12	Total Operating Expenditure as a percentage of Total Operating Expenditure Budget
FM1.13	Total Operating Revenue as a percentage of Total Operating Revenue Budget

FM1.14	Service Charges and Property Rates Revenue as a percentage of Service Charges and Property Rates Revenue Budget
FM1.21	Funded budget (Y/N) (Municipal)
FM3.11	Cash/Cost coverage ratio
FM3.13	Trade payables to cash ratio
FM3.14	Liquidity ratio
FM4.31	Creditor's payment period
FM5.11	Percentage of total capital expenditure funded from own funding (Internally generated funds + Borrowings)
FM6.12	Percentage of awarded tenders [over R200k], published on the municipality's website
FM6.13	Percentage of tender cancellations
FM7.11	Debtor's payment period
FM7.12	Collection rate ratio

QUARTERLY COMPLIANCE INDICATORS

C1.	Number of signed performance agreements by the MM and section 56 managers
C2.	Number of Mayoral Executive meetings held
C3.	Number of Council portfolio committee meetings held
C4.	Number of MPAC meetings held
C6.	Number of formal (minuted) meetings between the Mayor, Speaker and MM were held to deal with municipal matters
C7.	Number of formal (minuted) meetings - to which all senior managers were invited- held
C8.	Number of councillors completed training
C9.	Number of municipal officials completed training
C10.	Number of work stoppages occurring
C11.	Number of litigation cases instituted by the municipality
C12.	Number of litigation cases instituted against the municipality
C13.	Number of forensic investigations instituted
C14.	Number of forensic investigations conducted
C15.	Number of days of sick leave taken by employees
C16.	Number of permanent employees employed
C17.	Number of temporary employees employed
C18.	Number of approved demonstrations in the municipal area
C19.	Number of recognised traditional and Khoi-San leaders in attendance (sum of) at all council meetings
C20.	Number of permanent environmental health practitioners employed by the municipality
C22.	Number of Council meetings held

- C23. Number of disciplinary cases for misconduct relating to fraud and corruption
- C24. Number of council meetings disrupted
- C25. Number of protests reported
- C26. R-value of all tenders awarded
- C27. Number of all awards made in terms of Section 36 of the MFMA Municipal Supply Chain Management Regulations
- C28. R-value of all awards made in terms of Section 36 of the MFMA Municipal Supply Chain Management Regulations
- C29. Number of approved applications for rezoning a property for commercial purposes
- C30. Number of business licenses approved
- C32. Number of positions filled with regard to municipal infrastructure
- C33. Number of tenders over R200 000 awarded
- C34. Number of months the Municipal Managers' position has been filled (not Acting)
- C35. Number of months the Chief Financial Officers' position has been filled (not Acting)
- C36. Number of vacant posts of senior managers
- C38. Number of filled posts in the treasury and budget office
- C40. Number of filled posts in the development and planning department
- C42. Number of registered engineers employed in approved posts
- C43. Number of engineers employed in approved posts
- C44. Number of disciplinary cases in the municipality
- C45. Number of finalised disciplinary cases
- C47. Number of waste management posts filled
- C49. Number of electricians employed in approved posts
- C51. Number of filled water and wastewater management posts
- C56. Number of customers provided with an alternative energy supply (e.g. LPG or paraffin or biogel according to supply level standards)
- C57. Number of registered electricity consumers with a mini grid-based system in the municipal service area
- C58. Total non-technical electricity losses in MWh (estimate)
- C59. Number of municipal buildings that consume renewable energy
- C61. Total number of chemical toilets in operation
- C63. Total volume of water delivered by water trucks
- C67. Number of paid full-time firefighters employed by the municipality
- C68. Number of part-time and firefighter reservists in the service of the municipality
- C69. Number of 'displaced persons' to whom the municipality delivered assistance
- C71. Number of procurement processes where disputes were raised
- C73. Number of structural fires occurring in informal settlements

- C74. Number of dwellings in informal settlements affected by structural fires (estimate)
- C76. Number of SMMEs and informal businesses benefitting from municipal digitisation support programmes rolled out directly or in partnership with other stakeholders
- C77. B-BBEE Procurement Spend on Empowering Suppliers that are at least 51% black owned based
- C78. B-BBEE Procurement Spend on Empowering Suppliers that are at least 30% black women owned
- C79. B-BBEE Procurement Spend from all Empowering Suppliers based on the B-BBEE Procurement
- C86. Number of households in the municipal area registered as indigent
- C89. Number of meetings of the Mayoral Committee postponed due to lack of quorum
- C92. Number of agenda items deferred to the next council meeting
- C93. Number of awards made in terms of SCM Reg 32
- C94. Number of requests approved for deviation from approved procurement plan

COMPLIANCE QUESTIONS

- Q1. Does the municipality have an approved Performance Management Framework?
- Q2. Has the IDP been adopted by Council by the target date?
- Q3. Does the municipality have an approved LED Strategy?
- Q4. What are the main causes of work stoppage in the past quarter by type of stoppage?
- Q5. How many public meetings were held in the last quarter at which the Mayor or members of the Mayoral/Executive committee provided a report back to the public?
- Q6. When was the last scientifically representative community feedback survey undertaken in the municipality?
- Q7. What are the biggest causes of complaints or dissatisfaction from the community feedback survey? Indicate the top four issues in order of priority.
- Q8. Please list the locality, date and cause of each incident of protest within the municipal area during the reporting period
- Q9. Does the municipality have an Internal Audit Unit?
- Q10. Is there a dedicated position responsible for internal audits?
- Q11. Is the internal audit position filled or vacant?
- Q12. Has an Audit Committee been established? If so, is it functional?
- Q13. Has the internal audit plan been approved by the Audit Committee?
- Q14. Has an Internal Audit Charter and Audit Committee charter been approved and adopted?
- Q15. Does the internal audit plan set monthly targets?
- Q16. How many monthly targets in the internal audit plan were not achieved?
- Q17. Does the Municipality have a dedicated SMME support unit or facility in place either directly or in partnership with a relevant role-player?
- Q18. What economic incentive policies adopted by Council does the municipality have by date of adoption?
- Q19. Is the municipal supplier database aligned with the Central Supplier Database?

- Q20. What is the number of steps a business must comply with when applying for a construction permit before final document is received?
- Q22. Please list the name of the structure and date of every meeting of an official IGR structure that the municipality participated in this quarter
- Q23. Where is the organisational responsibility for the IGR support function located within the municipality (inclusive of the reporting line)?
- Q24. Is the MPAC functional? List the reasons why if the answer is not 'Yes'.
- Q25. Has a report by the Executive Committee on all decisions it has taken been submitted to Council this financial year?

OUTPUT INDICATORS FOR ANNUAL REPORTING

- ENV3.11 Percentage of known informal settlements receiving basic refuse removal services
- ENV4.11 Percentage of biodiversity priority area within the municipality
- TR6.11 Percentage of unsurfaced road graded
- WS5.31 Percentage of total water connections metered
- GG3.12 Percentage of councillors who have declared their financial interests
- FM2.21 Cash backed reserves reconciliation at year end
- FM3.12 Current ratio (current assets/current liabilities)
- FM4.11 Irregular, Fruitless and Wasteful, Unauthorised Expenditure as a percentage of Total Operating Expenditure
- FM5.12 Percentage of total capital expenditure funded from capital conditional grants
- FM5.21 Percentage of total capital expenditure on renewal/upgrading of existing assets
- FM5.22 Renewal/Upgrading of Existing Assets as a percentage of Depreciation/Asset impairment
- FM5.31 Repairs and Maintenance as a percentage of property, plant, equipment and investment property
- FM7.31 Net Surplus /Deficit Margin for Electricity
- FM7.32 Net Surplus /Deficit Margin for Water
- FM7.33 Net Surplus /Deficit Margin for Wastewater
- FM7.34 Net Surplus /Deficit Margin for Refuse

OUTCOME INDICATORS FOR ANNUAL REPORTING

- EE4.4 Percentage total electricity losses
- ENV5.1 Recreational water quality (coastal)
- ENV5.2 Recreational water quality (inland)
- HS3.5 Percentage utilisation rate of community halls
- HS3.6 Average number of library visits per library
- HS3.7 Percentage of municipal cemetery plots available
- TR6.2 Number of potholes reported per 10kms of municipal road network
- WS3.1 Frequency of sewer blockages per 100 KMs of pipeline
- WS3.2 Frequency of water mains failures per 100 KMs of pipeline

WS3.3	Frequency of unplanned water service interruptions
WS4.1	Percentage of drinking water samples complying to SANS241
WS4.2	Percentage of wastewater samples compliant to water use license conditions
WS5.1	Percentage of non-revenue water
WS5.2	Total water losses
WS5.4	Percentage of water reused
GG1.1	Percentage of municipal skills development levy recovered
GG1.2	Top management stability
GG2.1	Percentage of ward committees that are functional (meet four times a year, are quorate, and have an action plan)
GG2.2	Attendance rate of municipal council meetings by participating leaders (recognised traditional and/or Khoi-San leaders)
GG4.1	Percentage of councillors attending council meetings
FM1.1	Percentage of expenditure against total budget
FM2.1	Percentage of total operating revenue to finance total debt (Total Debt (Borrowing) / Total operating revenue)
FM2.2	Percentage change in cash backed reserves reconciliation
FM3.1	Percentage change in cash and cash equivalent (short term)
FM4.1	Percentage change of unauthorised, irregular, fruitless and wasteful expenditure
FM4.2	Percentage of total operating expenditure on remuneration
FM4.3	Percentage of total operating expenditure on contracted services
FM5.1	Percentage change of own funding (Internally generated funds + Borrowings) to fund capital expenditure
FM5.2	Percentage change of renewal/upgrading of existing Assets
FM5.3	Percentage change of repairs and maintenance of existing infrastructure
FM7.1	Percentage change in Gross Consumer Debtors' (Current and Non-current)
FM7.2	Percentage of Revenue Growth excluding capital grants
FM7.3	Percentage of net operating surplus margin

ANNUAL COMPLIANCE INDICATORS

C5.	Number of recognised traditional leaders within your municipal boundary
C21.	Number of approved environmental health practitioner posts in the municipality
C31.	Number of approved posts in the municipality with regard to municipal infrastructure
C37.	Number of approved posts in the treasury and budget office
C39.	Number of approved posts in the development and planning department
C41.	Number of approved engineer posts in the municipality

- C46. Number of approved waste management posts in the municipality
- C48. Number of approved electrician posts in the municipality
- C50. Number of approved water and wastewater management posts in the municipality
- C52. Number of maintained sports fields and facilities
- C53. Square meters of maintained public outdoor recreation space
- C54. Number of municipality-owned community halls
- C60. Total number of sewer connections
- C62. Total number of Ventilation Improved Pit Toilets (VIPs)
- C95. Number of residential properties in the billing system
- C96. Number of non-residential properties in the billing system
- C97. Number of properties in the valuation roll



Verslag ♦ Ingxelo ♦ Report

Kantoor van die Direkteur: Korporatiewe Dienste
14 Februarie 2024

3/4/4/1
WYK: Alle

ITEM 7.2 VAN DIE AGENDA VAN 'N GEWONE UITVOERENDE BURGEMEESTERSKOMITEE-VERGADERING WAT GEHOU SAL WORD OP 21 FEBRUARIE 2024

ONDERWERP:	KANSELLERING VAN WYKSKOMITEEVERGADERINGS VOOR DIE NASIONALE VERKIESING /BETALING VAN WYKSKOMITEELEDE GEDURENDE HIERDIE PERIODE
SUBJECT:	CANCELLING OF WARD COMMITTEE MEETINGS BEFORE THE NATIONAL ELECTION/PAYMENT OF WARD COMMITTEE MEMBERS DURING THIS PERIOD

1. AGTERGROND/BEREDENERING / BACKGROUND/DISCUSSION

Die 2024-vergaderingskedule is gedurende Augustus 2023 deur die Raad goedgekeur, ingesluit die skedule van wykskomiteevergaderings.

Die Provinsiale Raamwerk bepaal dat wykskomitees ten minste kwartaalliks moet vergader, maar poog die Munisipaliteit om tussen 8 tot 10 vergaderings in 'n jaar te hou.

In die verlede is alle wykskomiteevergaderings ±3 maande voor 'n nasionale of munisipale verkiesing gekanselleer. Die verwagting was dat die President die aankondiging van die datum van die nasionale verkiesing tydens sy Staatsrede (SoNA) op 8 Februarie 2024 sou doen, maar dit het nie gerealiseer nie.

2. WETGEWING / LEGISLATION

Section 73(4) of the Local Government: Municipal Structures Act (Act 117 of 1998) determines that a municipal council may make administrative arrangements to enable ward committees to perform their functions and exercise their powers effectively.

Section 73(5)(c) on the Act determines that a municipal council may make arrangements for the payment of out of pocket expenses to member of ward committees in respect of participation by ward committee members in the activities of the ward committees.

The Rules and Procedures (paragraph 19) provides for council to adopt a policy with regard to the out of pocket expenses of ward committee members, as well as the compensation whether or not of subcommittee members and observers.

The Executive Mayoral Committee resolved on 22 March 2017 to pay an allowance to ward committee members of R500/meeting effective from 1 July 2017.

3. KOPPELING AAN DIE GOP / ALIGNMENT TO THE IDP

Die wykskomitees het gedurende November 2023 en Januarie 2024 geleentheid gehad om die 10 belangrikste prioriteite in die wyk te hersien wat opgeneem sal word in die Areaplan van elke wyk as aanhangsel tot die GOP.

4. FINANSIËLE IMPLIKASIE / FINANCIAL IMPLICATION

Daar is voldoende fondse beskikbaar in die 2023/2024 finansiële jaar vir die uitbetaling van wykskomiteelede, posnommer 9/1020-1050-2835 (ward committee allowances).

5. AANBEVELING / RECOMMENDATION

- (a) Dat kennis geneem word dat die wykskomiteevergaderings vir Februarie gekanselleer is in oorleg met die Speaker en Munisipale Bestuurder, aangesien dit die verwagting is dat die nasionale verkiesingsdatum in Mei gaan wees;

5./...

- (b) Dat, indien die datum van die nasionale verkiesing in Augustus is, die kwartaallikse wykskomiteevergadering in April plaasvind en daarna vanaf einde Augustus soos geskeduleer volgens die 2024 vergaderingskedule;
- (c) Dat goedkeuring verleen word om wykskomiteeledes te vergoed teen die normale sittingsfooi van R500/vergadering vir geskeduleerde wykskomiteevergaderings wat nie gaan plaasvind nie;
- (d) Dat die vergoeding van wykskomiteeledes vir hierdie tydperk goedgekeur word vir die volgende redes:
 - (i) Wykskomiteeledes moet beskikbaar wees om die wyskraadslid by te staan, soos wat die behoefte mag ontstaan;
 - (ii) Wykskomiteeledes moet beskikbaar wees wanneer lede van die gemeenskap diensleweringsskewessies rapporteer;
 - (iii) Wykskomiteeledes kan dringende diensleweringsskewessies deurgee aan die administrasie of direk met die betrokke direkteuratsie skakel;
 - (iv) Om die kontinuïteit van die wykskomiteestruktuur na afloop van die nasionale verkiesing te verseker.

5. RECOMMENDATION

- (a) That cognisance be taken that die ward committee meetings scheduled for February was cancelled in liaison with the Speaker and Municipal Manager as it was the expectation that the date of the national election will be in May;
- (b) That, if the date of the national election is in August, the quarterly ward committee meeting be held in April and thereafter from August as scheduled in accordance with the 2024 meeting schedule;
- (c) That approval be granted for the remuneration of ward committee members at the normal sitting fee of R500/meeting for the scheduled meetings that will not take place;
- (d) That the remuneration of ward committee members during this period be approved for the following reasons:
 - (i) Ward committee members must be available to assist the ward councillor, as the need may arise;
 - (ii) Ward committee members must be available to assist members of the public to report service delivery matters;
 - (iii) Ward committee members may still communicate urgent service delivery issues to the administration or directly to the relevant directorate;
 - (iv) To ensure the continuity of the ward committee structure after the national election.

(get0 M S Terblanche

DIREKTEUR: KORPORATIEWE DIENSTE

/nb



Verslag ♦ Ingxelo ♦ Report

Kantoor van die Direkteur: Korporatiewe Dienste
15 Februarie 2024

5/7/1/1

ITEM 7.3 VAN DIE AGENDA VAN 'N GEWONE UITVOERENDE BURGEMEESTERSKOMITEE-VERGADERING WAT GEHOU SAL WORD OP 21 FEBRUARIE 2024

ONDERWERP: VOORGESTELDE AANKOOP VAN ERF 3986, RIVERLANDS SUBJECT: PROPOSED PURCHASE OF ERF 3986, RIVERLANDS
--

1. BACKGROUND

- 1.1 Die Munisipaliteit het onlangs daarin kon slaag om deur die kredietinvorderingsproses beslag te lê op Erf 3986, geleë te Pelikaanstraat, Riverlands (Greater Chatsworth), welke eiendom eersdaags in samewerking met die Balju op 'n veiling te koop aangebied sal word.
- 1.2 Erf 3986 is 1983 m² groot, residensieel gesoneer en gedurende 1926 geregistreer in die naam van Mnr Sydney Dawndale Jacobs. Mnr Jacobs het oënskynlik nooit besit van die eiendom geneem het nie, soortgelyk aan die ander sg. 'swart kol' erwe in Riverlands, waarvan die Munisipaliteit gedurende die vroeë 2000's by wyse van ediktale sitasie eienaarskap bekom het, wat dieselfde proses behels wat ten opsigte van Erf 3986 deurloop is.
- 1.3 Uit die aangehegte liggingskaart is dit duidelik dat Erf 3986 (in geel gekleur) in totaliteit omring word deur Erf 7841 (groen gedeelte), wat as oop ruimte gesoneer is, en dus aan die Munisipaliteit behoort. Vir enige potensieële koper anders as die Munisipaliteit, sal die grond bepaalde uitdagings meebring t.o.v. die skep van toegang tot die perseel.
- 1.4 Dit sal egter vir die Munisipaliteit voordelig wees om self die grond te bekom, ten einde die konsolidasie van erwe 7841 en 3986 te bewerkstellig, en gevolglik 'n sinvolle herbeplanning van die groter area te kan doen, potensieel vir behuising of vir gemeenskapsgebruike.
- 1.5 Die uitstaande skuld op die eiendom vir die afgelope drie jaar, beloop R54 374.08. Dit sal 'n voorwaarde van verkoop wees dat die suksesvolle koper hierdie skuld moet vereffen. Die eiendom se nuutste waardasie beloop R117 000.00.
- 1.6 In 'n poging egter om self die eiendom te bekom, word aan die hand gedoen dat 'n mandaat verleen word aan 'n beampite van die Munisipaliteit om op die beoogde veiling te kan bide.

2. RECOMMENDATION

- (a) That cognizance be taken of the situation regarding Erf 3986, Riverlands, and the auction that will take place;
- (b) That the Municipal Manager (or designated official) be authorized to offer an amount up to a maximum of R55 000,00 for the property at the auction in order to obtain ownership and to thus be in a position to deal with the property in a manner to be decided.

AANBEVELING

- (a) Dat kennis geneem word van die situasie betreffende Erf 3986, Riverlands, en die veiling wat gaan plaasvind;

- (b) Dat die Munisipale Bestuurder (of sy genomineerde) met volmag bekleed word om 'n bedrag wat nie R55 000,00 sal oorskry nie, vir die eiendom aan te bied by die veiling, in 'n poging om eienaarskap te bekom en gevolglik verder te mag handel met die eiendom.

(get) M S Terblanche

MUNISIPALE BESTUURDER

Mst/raadsitems, SM5/Februarie 2024/Moontlike aankoop van erf 3986 Riverlands

- 1 7840 - 644 m² (creche)
- 2 7841 - oop ruente
- 3 3986 - 1983 m² (Dayndale)
Jacebs



Verslag Φ Ingxelo Φ Report

Kantoor van die Direkteur: Korporatiewe Dienste
12 Februarie 2024

12/1/2-6/2

ITEM 7.4 VAN DIE AGENDA VAN 'N UITVOERENDE BURGEMEESTERSKOMITEEVERGADERING WAT GEHOU SAL WORD OP 21 FEBRUARIE 2024

ONDERWERP: HUUR VAN STOORRUIMTE TE MALMESBURY SUBJECT : RENTAL OF STORAGE SPACE AT MALMESBURY
--

1. AGTERGROND/BACKGROUND

- 1.1 Die Raad huur tans stoorruimte te Malmesbury van die Bester Familietrust vir 'n termyn van een jaar teen 'n tarief van R1 320.00 per maand, BTW ingesluit. Die huurtermyn verstryk op 31 Maart 2024.
- 1.2 *The Department of Financial Services recommended that the lease of the storage space be extended for a further term of 12 months.*
- 1.3 *The lessor is willing to lease the premises at R1 452.00 per month, VAT included, which represents a 10% increase on the 2023 fee.*
- 1.4 *The facility is utilized as a storage space for municipal refuse bags and water meters.*

2. FINANSIËLE IMPLIKASIE

Huurgeld sal 'n bedrag van R1 452.00, BTW ingesluit, per maand beloop vir die huurtermyn van een jaar, waar Swartland Munisipaliteit die opsie behou om die huurooreenkoms met een maand kennisgewingstydperk te beëindig.

3. RECOMMENDATION

- (a) That a rental agreement be entered into with the Bester Family Trust for the use of storage space in Malmesbury, for a further term of 12 months as from 1 April 2024;
- (b) That the rental tariff of R1 452.00, VAT included, per month be paid from vote number 9/241-369-3007 (purchase of refuse bags);
- (c) That the deposit increase of R132.00 (i.e. from R1 320.00 tot R1 452.00) also be approved and paid from the said vote number.

AANBEVELING

- (a) Dat 'n huurooreenkoms met die Bester Familietrust aangegaan word vir 'n verdere termyn van 12 maande vir die huur van stoorruimte te Malmesbury, met ingang vanaf 1 April 2024;
- (b) Dat die huurgeld ten bedrae van R1 452.00, BTW ingesluit, per maand betaal word vanuit posnommer 9/241-369-3007 (aankoop van vullissakke);
- (c) Dat die verhoging in deposito van R132.00 (d.i. vanaf R1 320.00 tot R1 452.00) ook goedgekeur en betaal word vanuit gemelde posnommer.

(get) M S Terblanche
MUNISIPALE BESTUURDER
/mst



Verslag ♦ Ingxelo ♦ Report

Kantoor van die Direkteur: Korporatiewe Dienste

14 Februarie 2024

17/9/2/R

ITEM 7.5 VAN DIE AGENDA VAN 'N UITVOERENDE BURGEMEESTERSKOMITEEVERGADERING WAT GEHOU SAL WORD OP 21 FEBRUARIE 2024

ONDERWERP: SUBJECT:	HUUROOREENKOMS: LITTLE DARLINGS CRÈCHE LEASE AGREEMENT: LITTLE DARLINGS CRÈCHE
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1. AGTERGROND/BACKGROUND

- 1.1 Little Darlings Crèche het a.g.v. stewige groei in hul leerdertal 'n versoek in 2018 aan Swarthland Munisipaliteit gerig vir die verkryging van erf 4048, Darling, ten einde hul huidige tydelike struktuur te kan verlaat en 'n permanente struktuur te betrek.
- 1.2 *Swarthland Municipality subsequently entered into a three year lease agreement with Little Darlings w.e.f. 1 March 2018, which agreement was thereafter renewed on three occasions, for a period of one year in both instances. The existing lease agreement expires on 29 February 2024.*
- 1.3 *Little Darlings has now indicated that due to financial constraints they were not able to fulfill their ambition of constructing an Early Childhood Development Centre during the lease period, but have however made good progress in this regard, as explained in the attached annexure. They therefore request that the lease be extended for a further period.*

2. WETGEWING

Die Raad se Verordening insake die Oordrag van Munisipale Kapitale Bates, PK 7394 van 2015, asook die beleid daarkragtens, magtig die munisipaliteit om – in ooreenstemming met sy operasionele behoeftes en strategiese doelwitte – onder andere –

- kapitale bates te verhuur op lang- of korttermyn by wyse van onderhandeling of openbare mededinging;
- onderhewig aan die bepalinge van die MATR (Municipal Asset Transfer Regulations) gesubsidieerde verkooppryse of huurtariewe ten opsigte van kapitale bates te bepaal [Artikel 4(d) en (e) van verordening].

Die beleid self bepaal dat onroerende eiendom slegs teen markverwante pryse verhuur word, tensy die lot van die armes, die openbare belang asook die operasionele en strategiese doelwitte van die munisipaliteit anders bepaal. Meer spesifiek vind hierdie projek beslag in die strategiese doelwitte van die munisipaliteit, soos toegelig in paragraaf 3.

3. KOPPELING AAN DIE GEÏNTEGREERDE ONTWIKKELINGSPLAN

Hierdie projek vind in die Geïntegreerde Ontwikkelingsplan 2023 aansluiting by

- Strategic Goal 1: Community Safety and Wellbeing

4. FINANSIËLE IMPLIKASIE

Daar is geen finansiële uitgawes vir die munisipaliteit verbonde aan die verhuring van die fasiliteite nie.

5. RECOMMENDATION

- (a) *That a three (3) year lease agreement be entered into with Little Darlings Crèche with effect from 1 March 2024 for the lease of erf 4048, Darling, for utilization for purposes of an Early Childhood Development Centre;*
- (b) *That the rental amount be established at R120.00 per annum plus VAT;*
- (c) *That should Little Darlings Crèche prove itself as a financially sustainable enterprise, consideration be given in future to the alienation of erf 4048, Darling, to said institution.*

AANBEVELING/BESLUIT

- (a) Dat 'n drie (3) jaar huurooreenkoms met Little Darlings Crèche m.i.v. 1 Maart 2023 aangegaan word vir die huur van erf 4048, Darling vir gebruik vir doeleindes van 'n Vroeë Kinderontwikkelsentrum;
- (b) Dat die huurgeld vasgestel word op R120.00 per jaar plus BTW;
- (c) Dat indien Little Darlings Crèche homself as behore finansieel volhoubaar bewys, oorweging geskenk sal word aan die vervreemding van die betrokke erf aan genoemde instelling in die toekoms.

(get) M S Terblanche

MUNISIPALE BESTUURDER

/mst



Contact details

Reg. No. 133-054 NPO

Josephine: 0847112882
email: littledarlingsecd1@gmail.com

8th Avenue 140 Principal
Darling
7345

Date: 14 February 2024

Re: Lease Agreement extension request

To whom it may concern

I trust that this letter finds you well.

Plot 4048 was allocated to Little Darlings in 2018 with a 3 year lease agreement for the purpose of erecting an Early Childhood Development facility in Darling East. We were able to secure the following donations since signing the agreement: Sand and stone from Kirsten Vervoer; Steel structure for 2 classes with double sliding doors from Donnell's Worx; building plan from Morne Erasmus and corner pegs for demarcating of the plot boundaries from CK Rumbol.

During 2023 we were unable to source additional funding/ donors due to lack of support with fundraisers or events hosted by Little Darlings ECD. We were also unable to secure a financial sponsor/donor to assist us in paying the outstanding fees. This year we started off with 35 children and we had to put +- 20 children on a wait list until because of limited space at our current centre. We have also opened our ECD centre for a limited amount of Grade R children because a lot of the ECD centres in Darling are not taking any Grade R children so we had to put +- 10 Grade R children on a wait list as well. We started in January 2024 with two small fundraisers to allocate the costs to register our plan, we still have a few upcoming fundraisers to complete the total of +- R10 000 to get the plan registered so that the funder can go lay the foundation. So we humbly request the Municipality to consider granting the extension of the lease agreement. Our vision and mission to accommodate the less fortunate children in Darling East remains unchanged.

Please feel free to contact me should you require more information. I thank you for your time and consideration.

Many thanks
Principal
Josephine Hector



Verslag Ω Ingxelo Ω Report

Kantoor van die Direkteur: Korporatiewe Dienste
12 Februarie 2024

12/1/3/1-1/1

ITEM 7.6 VAN DIE AGENDA VAN 'N UITVOERENDE BURGEMEESTERSKOMITEEVERGADERING WAT GEHOU SAL WORD OP 21 FEBRUARIE 2024

ONDERWERP: KANTOORAKKOMMODASIE: SINETHEMBA
SUBJECT: OFFICE ACCOMMODATION: SINETHEMBA

1. AGTERGROND / BACKGROUND

- 1.1 Die Raad verhuur op 'n jaarlikse grondslag en met ingang 1 Maart 2021, 'n gedeelte van die gebou geleë te erf 1217, Abbotsdale, aan Sinethemba vir die aanbied van gemeenskapsgebaseerde gesondheidsdienste.
- 1.2 The rental payable is R120.00, plus VAT, per annum.
- 1.3 The present lease agreement expires on 29 February 2024.
- 1.4 Sinethemba has expressed its desire to renew the current lease agreement for a further period of one (1) year.

2. WETGEWING

Die Raad se Verordening insake die Oordrag van Munisipale Kapitale Bates, PK 7394 van 2015, asook die beleid daarkragtens, magtig die munisipaliteit om – in ooreenstemming met sy operasionele behoeftes en strategiese doelwitte – onder andere –

- kapitale bates te verhuur op lang- of korttermyn by wyse van onderhandeling of openbare mededinging;
- onderhewig aan die bepalings van die MATR (Municipal Asset Transfer Regulations) gesubsidieerde verkoopprijs of huurtariewe ten opsigte van kapitale bates te bepaal [Artikel 4(d) en (e) van verordening].

Die beleid self bepaal dat onroerende eiendom slegs teen markverwante pryse verhuur word, tensy die lot van die armes, die openbare belang asook die operasionele en strategiese doelwitte van die munisipaliteit anders bepaal. Meer spesifiek vind hierdie projek beslag in die strategiese doelwitte van die munisipaliteit, soos toegelig in paragraaf 3.

3. KOPPELING AAN DIE GEÏNTEGREERDE ONTWIKKELINGSPLAN

Hierdie projek vind in die Geïntegreerde Ontwikkelingsplan 2023 aansluiting by

- Strategic Goal 1: Community Safety and Wellbeing

4. FINANSIËLE IMPLIKASIE

Geen uitgawes vir die munisipaliteit. Huurgeld van R120.00 plus BTW word per jaar gevorder.

5./...

5. RECOMMENDATION

- (a) That a lease agreement be entered into with Sinethemba for the lease of a portion of the building on Erf 1217, Abbotsdale for the purpose of rendering community based healthcare services;
- (b) That a lease tariff of R120.00 per annum, plus VAT, be approved;
- (c) That the current conditions of lease remain applicable.

AANBEVELING

- (a) Dat 'n huurooreenkoms gesluit word met Sinethemba vir die huur van 'n gedeelte van die gebou op Erf 1217, Abbotsdale vir doeleindes van die lewering van gemeenskapsgebaseerde gesondheidsdienste;
- (b) Dat 'n huurtarief van R120.00 per jaar, plus BTW, goedgekeur word;
- (c) Dat die huidige huurvoorwaardes van krag bly.

(get) M S Terblanche

MUNISIPALE BESTUURDER
/mst



Verslag ♦ Ingxelo ♦ Report

Kantoor van die Direkteur: Finansiële Dienste
15 Januarie 2024
5/7/1/1/MY
WYK: NVT

ITEM 7.7 ON THE AGENDA OF THE EXECUTIVE MAYORAL COMMITTEE WHICH WILL BE HELD ON 21 OF FEBRUARY 2024.

ONDERWERP: UITSTAANDE DEBITEURE – DESEMBER 2023 SUBJECT: OUTSTANDING DEBT – DECEMBER 2023
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1. **AGTERGROND/BEREDENERING / BACKGROUND/DISCUSSION**

Die bylae hierby aangeheg reflekteer die besonderhede van Swartland Munisipaliteit se uitstaande debiteure vir die tydperk Desember 2023 en is saamgestel uit die volgende verslae:-

The schedule attached hereto reflects the particulars of Swartland Municipality's outstanding debt for the period December 2023 and is composed of the following reports.

- a) Outstanding debt (before levy) Residential / Business / Government / Personnel / Council Members
- b) Outstanding debt (before levy) 150 days and older
- c) Outstanding debt (before levy) 150 days and older - Legal Suite
- d) Outstanding debt (before levy) 150 days and older - Collab
- e) Statistics Cut-Off List

2. **WETGEWING / LEGISLATION**

- 2.1 Wet op Plaaslike Regering: Munisipale Stelsels Wet 32 van 2000
- 2.2 Local Government: Municipal Finance Management Act 56 of 2003

3. **KOPPELING AAN DIE GOP / ALIGNMENT TO THE IDP**

For purposes of Revenue Protection with reference to Strategic Outcome 1: A Financial Sustainable Municipality with well Maintained Assets in terms of Chapter 7 of the IDP, more specifically Output 1.1.2 – Maintain and Improve on Debt Collection.

4. **FINANSIËLE IMPLIKASIE / FINANCIAL IMPLICATION**

- 4.1 Die uitstaande debiteure vir November 2022 het R37 064 945.86 beloop terwyl die uitstaande debiteure vir Desember 2022 R39 485 380.88 beloop het en was 'n vermeerdering van R2 420 435.02
- 4.2 Die uitstaande debiteure vir November 2023 het R49 369 322.39 beloop terwyl die uitstaande debiteure vir Desember 2023 R47 585 439.73 beloop - 'n vermindering van R1 783 882.66
- 4.3 Die uitstaande debiteure vir Desember 2022 het R39 485 380.88 beloop terwyl die uitstaande debiteure vir Desember 2023 R47 585 439.73 beloop - 'n vermeerdering van R8 100 058.85 in uitstaande debiteure.

- 4.4 Die uitstaande debiteure vir Desember 2023 is 6.22% van die inkomste uit dienste voor die nuwe maand se heffing terwyl die uitstaande debiteure vir Desember 2022 is 5.54% as van die inkomste uit dienste voor die nuwe maand se heffing.

5. **AANBEVELING / RECOMMENDATION**

Dat die Raad kennis neem van die verslag aangaande die stand van Swartland Munisipaliteit se uitstaande debiteure vir Desember 2023.

That Council takes cognizance of the report with reference to the state of the outstanding debtors of Swartland Municipality for December 2023.

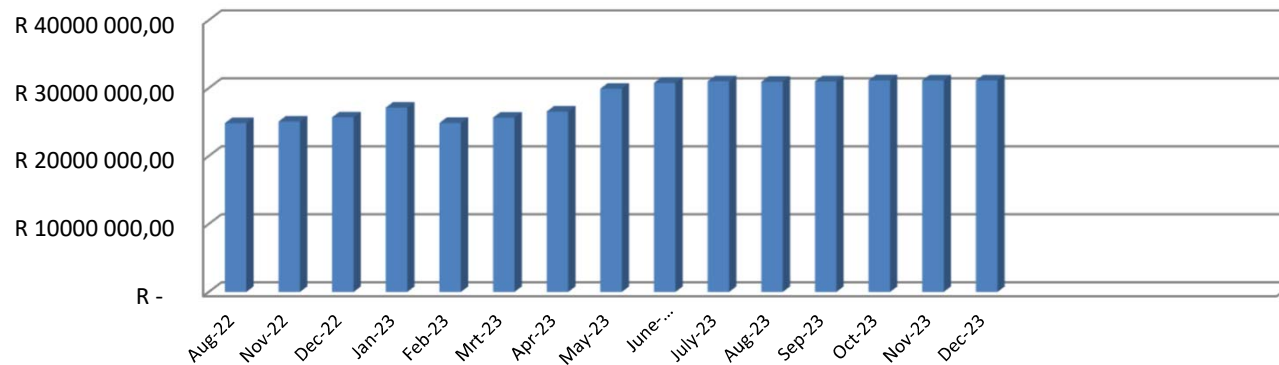
(get) M Bolton

M BOLTON
DIREKTEUR: Finansiële Dienste

OUTSTANDING DEBTORS (FUTURE EXCLUDED) MONTH END RESIDENTIAL - BUSINESS - GOVERNMENT STAFF - COUNCILLORS December 2023									2023/2024 OUTSTANDING DEBTORS AS % OF TOTAL BUDGETED SERVICE CHARGES	2022/2023 OUTSTANDING DEBTORS AS % OF TOTAL BUDGETED SERVICE CHARGES	2021/2022 OUTSTANDING DEBTORS AS % OF TOTAL BUDGETED SERVICE CHARGES
Months	Deviation same month of corresponding months of the previous year. (-) is a positive number	Total Debt	Residential	Business	Government	Staff	Councillors	Comments	R 764 743 787	R 713 057 993	R 658 069 842
May-23	R 7 372 600	R 42 465 188	R 37 170 032	R 2 416 413	R 2 874 876	R 3 866	R -	EFT payments day after month end received amounted to R1 115,738,37 (OTM account) and R0.00 (Sundries account) The businesses outstanding amounted to R2 416,413,24 Staff outstanding in the amount of R3865,81 - Eleven (10) Staff members have outstanding accounts - 7 x Pre-Paid electricity, 2 x Conventional Electricity and 1 x Eskom) The Government outstanding amounted to R2 874,876,32 as a result of annual rates. The amount of R514 040,68 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		5,96%	5,33%
June-23	R 4 259 870	R 39 458 675	R 34 561 165	R 1 970 134	R 2 927 246	R 130	R -	EFT payments day after month end received amounted to R753 715,87 (OTM account) and R0.00 (Sundries account) The businesses outstanding amounted to R1 970,133,80 Staff outstanding in the amount of R130,34 - One (1) Staff member has an outstanding account - 1 X Pre-Paid electricity). Four(4) councillors in arrears with their municipal accounts. The Government outstanding amounted to R2 927,246,49 as a result of annual rates. The amount of R280 240,52 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.		5,53%	5,35%
July-23	R 6 730 370	R 40 077 008	R 35 255 362	R 2 090 864	R 2 727 413	R 3 368	R -	EFT payments day after month end received amounted to R1 193,299,66 (OTM account) and R0.00 (Sundries account) The businesses outstanding amounted to R2 090,864,27 Staff outstanding in the amount of R3368,38 - Four (4) Staff members have outstanding accounts - 3 X Pre-Paid electricity and 1 X Eskom Elec). Four(4) councillors in arrears with their municipal accounts. The Government outstanding amounted to R2 727,412,78 as a result of annual rates. The amount of R0,00 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.	5,24%	4,68%	4,46%
Aug-23	R 10 212 058	R 41 412 470	R 37 035 460	R 2 288 654	R 2 086 896	R 1 461	R -	EFT payments day after month end received amounted to R1 601 349,69 (OTM account) and R0.00 (Sundries account) The businesses outstanding amounted to R2 288 653,85 Staff outstanding in the amount of R1460,51 - Four (4) Staff members have outstanding accounts - 4 X Pre-Paid electricity , The Government outstanding amounted to R2 086 895,88 as a result of annual rates. The amount of R1 704 631,83 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.	5,42%	6,06%	5,62%
Sept-23	R 4 749 697	R 42 928 161	R 39 228 153	R 1 994 383	R 1 704 603	R 1 023	R -	EFT payments day after month end received amounted to R1 592 536,75 (OTM account) and R0.00 (Sundries account) The businesses outstanding amounted to R1 994 382,74 Staff outstanding in the amount of R1022,67 - Three (3) Staff members have outstanding accounts - 2 x Pre-Paid electricity and 1 x Conventional Electricity) The Government outstanding amounted to R1 704 602,61 as a result of annual rates. The amount of R3 666 800,60 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.	5,61%	5,60%	5,18%
Oct-23	R 3 771 341	R 47 946 236	R 40 871 404,93	R 3 864 992	R 3 206 812	R 3 027	R -	EFT payments day after month end received amounted to R1 016 129,39 (OTM account) and R0.00 (Sundries account) The businesses outstanding amounted to R3 864 991,93 Staff outstanding in the amount of R3026,95 - Four (5) Staff members have outstanding accounts - 5 x Pre-Paid electricity. The Government outstanding amounted to R3 206 812,41 as a result of annual rates. The amount of R196 609,23 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.	6,27%	5,13%	5,31%
Nov-23	R 12 304 377	R 49 369 322	R 43 250 123,05	R 2 770 846	R 3 346 950	R 1 404	R -	EFT payments day after month end received amounted to R3 376 204,24 (OTM account) and R0.00 (Sundries account) The businesses outstanding amounted to R2 770 846,29 Staff outstanding in the amount of R1403,53 - ONE (1) Staff members have outstanding accounts - 1 x Pre-Paid electricity. The Government outstanding amounted to R3 346 949,52 as a result of annual rates. The amount of R88 410,64 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.	6,46%	6,80%	5,59%
Dec-23	R 8 100 059	R 47 585 440	R 42 587 189,49	R 3 312 687	R 1 683 026	R 2 536	R -	EFT payments day after month end received amounted to R1 266 476,30 (OTM account) and R0.00 (Sundries account) The businesses outstanding amounted to R3 312 687,46 Staff outstanding in the amount of R 2536,46 - Three (3) Staff members have outstanding accounts - 3 x Pre-Paid electricity.The Government outstanding amounted to R1 683 026,32 as a result of annual rates. The amount of R19 854,52 is added to the outstanding debtors because of property rates that changed on request from monthly to annually whose future has been cancelled.	6,22%	6,80%	5,59%

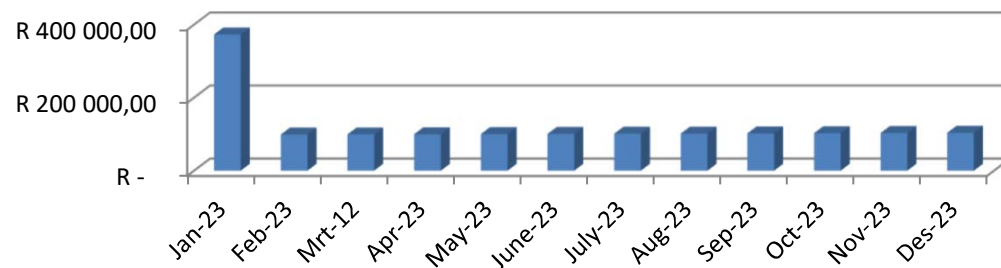
OUTSTANDING DEBT 150 DAYS & OLDER Before Levy (MONTH END) December 2023		Comparative Period 2022- 2023	
Month	Before Levy		
Nov-22	R 25 077 433,18	R 4 992 933,58	
Dec-22	R 25 701 324,52	R 4 834 860,43	
Jan-23	R 27 131 582,63	R 5 213 788,39	
Feb-23	R 24 867 724,84	R 4 141 110,99	
Mrt-23	R 25 651 352,25	R 4 468 177,31	
Apr-23	R 26 552 937,37	R 4 614 996,28	
May-23	R 29 917 054,04	R 7 625 191,81	
June-23	R 30 766 791,08	R 9 276 168,73	
July-23	R 30 998 353,01	R 5 897 190,60	
Aug-23	R 30 920 580,94	R 6 078 420,90	
Sep-23	R 30 983 044,09	R 5 839 582,99	
Oct-23	R 31 143 832,56	R 6 046 219,90	
Nov-23	R 31 130 788,86	R 6 053 355,68	
Dec-23	R 31 137 539,26	R 5 436 214,74	

**OUTSTANDING DEBT
150 DAYS & OLDER
Before Levy(MONTH END)
December 2023**

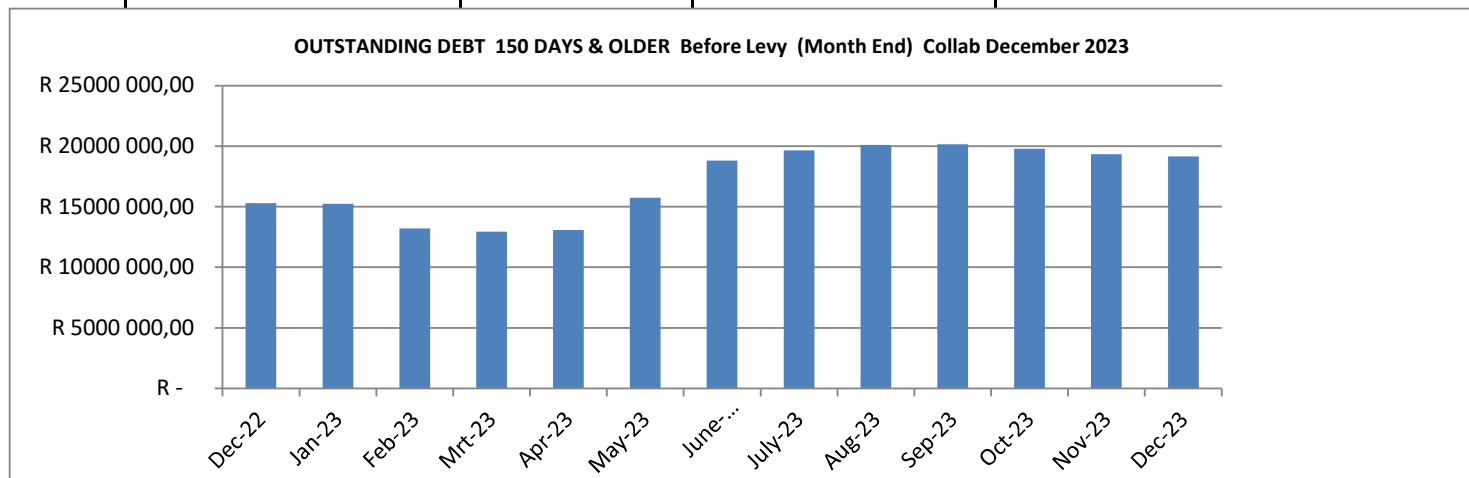


OUTSTANDING DEBT 150 DAYS & OLDER Before Levy (MONTH END) - Legal Suite December 2023		Comparative Period 2022-2023	
Month	Before Levy		
Jan-23	R 373 184,55	R	19 670,53
Feb-23	R 99 034,15	R	-255 916,97
Mrt-12	R 99 460,05	R	-257 339,01
Apr-23	R 99 917,90	R	-258 238,45
May-23	R 100 375,66	R	-259 046,82
June-23	R 100 865,37	R	-260 346,54
July-23	R 101 355,12	R	-261 163,44
Aug-23	R 101 755,57	R	-262 112,82
Sep-23	R 102 256,08	R	-262 962,34
Oct-23	R 102 777,88	R	-264 015,29
Nov-23	R 103 299,70	R	-265 153,14
Des-23	R 103 842,84	R	-266 080,64

**OUTSTANDING DEBT
150 DAYS & OLDER
Before Levy(MONTH END)
- Legal Suite
December 2023**



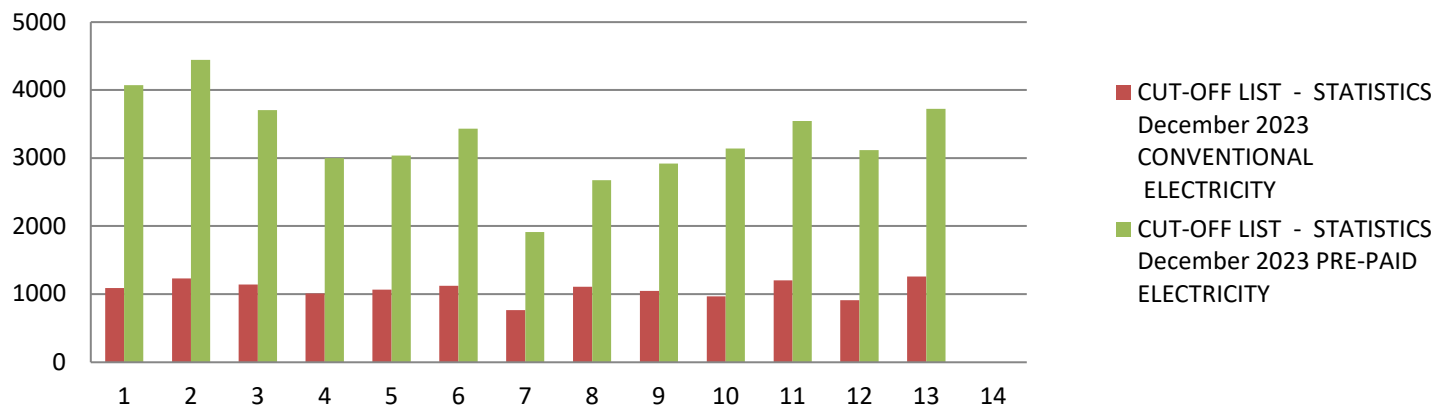
OUTSTANDING DEBT 150 DAYS & OLDER Before Levy (Month End) Collab December 2023		Comparative Period 2022 - 2023	
Month	Before levy		
Dec-22	R 15 293 496,78	R	3 786 277,01
Jan-23	R 15 249 372,12	R	4 098 898,58
Feb-23	R 13 212 635,59	R	3 001 236,06
Mrt-23	R 12 926 419,23	R	3 005 332,74
Apr-23	R 13 062 200,88	R	3 263 417,33
May-23	R 15 747 023,32	R	6 022 904,16
June-23	R 18 797 190,18	R	4 576 556,39
July-23	R 19 650 047,69	R	4 299 867,44
Aug-23	R 20 107 606,33	R	4 458 920,49
Sep-23	R 20 150 462,43	R	4 014 417,93
Oct-23	R 19 785 012,22	R	4 080 949,01
Nov-23	R 19 322 236,36	R	3 919 549,70
Dec-23	R 19 136 721,28	R	3 843 224,50



CUT-OFF LIST - STATISTICS
December 2023

MONTHS	CONVENTIONAL ELECTRICITY	PRE-PAID ELECTRICITY	COMMENCEMENT DATE PHYSICAL CUT-OFF
Dec-22	1091	4068	11 December 2022
Jan-23	1230	4443	8 Februarie 2023
Feb-23	1141	3705	8 Maart 2023
Mrt-23	1010	2998	11 April 2023
Apr-23	1067	3036	8 May 2023
May-23	1121	3432	7 June 2023
June-23	766	1912	10 July 2023
July-23	1107	2673	7 August 2023
Aug-23	1047	2918	11 September 2023
Sept-23	966	3138	9 Oktober 2023
Oct-23	1202	3545	7 November 2023
Nov-23	909	3114	7 Desember 2023
Des-23	1257	3722	15 Januarie 2024

CUT-OFF LIST - STATISTICS
December 2023



ITEM: ON THE AGENDA OF THE EXECUTIVE MAYORAL COMMITTEE WHICH WILL BE HELD ON 16 FEBRUARY 2024.

ONDERWERP:	VORDERING MET UITSTAANDE VERSEKERINGSEISE
SUBJECT:	OUTSTANDING INSURANCE CLAIMS PROGRESS

1. AGTERGROND/BEREDENERING / BACKGROUND/DISCUSSION

Effective and sound asset management is critical to any business environment whether in the private or public sector. Asset safekeeping in the main, involves, whilst not limited to the latter, the protection and safeguarding of assets against potential damage, theft, and safety risks, whilst insurance cover provides selected and limited coverage for the accidental loss of the asset value.

2. WETGEWING / LEGISLATION

Section 63 of the Local Government: Municipal Finance Management Act, 2003 (Act no. 56 of 2003)

3. KOPPELING AAN DIE GOP / ALIGNMENT TO THE IDP

Verwys na 1.4.1 van die GOP/ Refer to 1.4.1 of the IDP

"Maintain and utilise assets effectively and efficiently- Implement an asset register that complies with Generally recognised Accounting Practice (GRAP) standards. In an effort to establish an asset management programme, compile a maintenance plan linked to the asset register, calculate escalated replacement cost of assets, and establish operating costs of assets and compare to standard."

4. FINANSIËLE IMPLIKASIE / FINANCIAL IMPLICATION

Excess	1 July 2023 – 31 January 2024	:R 157 875.13 (paid)
Excess	Outstanding claims	:R 178 161.25 (outstanding)

5. AANBEVELING / RECOMMENDATION

Voorgelê vir u kennisname/
Tabled for cognisance

.....
(Get) M BOLTON
DIREKTEUR: Finansiële Dienste

OUTSTANDING CLAIMS: COUNCIL

Reference Number	Claim number	Directorate	Date of Incident	Date of Claim Registered	Nature of Damage/ Loss	Amount of Claim	Excess Payment	Comments
2023/40	CLGRMUM-876659	Civil: Parks & Recreation	22/01/2023	17/02/2023	Property Loss: Wesbank Sports Ground	77 920,35	10 000,00	On 22 January 2023 the responsible official discovered that there was a break-in at the Wesbank Sportsground Clubhouse. Equipment and furniture was stolen. The assessor requested a report from the security company for the detailed log of the evening of the incident. The security service provider's report was sent to the insurer on 20 November 2023. The assessor's final report is still outstanding.
2023/58	SWA2022-23/SW/51/C	Civil: Water	20/03/2023	20/04/2023	Property Loss: Stolen items, M/Burg Store	30 111,94	25 000,00	Upon inspection at the store room it was discovered that there was a break-in during which several items were stolen. An assessor was appointed on 21 July 2023 and such assessment report is outstanding to date. The assessor requested additional information regarding point of entry. Outstanding information was sent to insurer on 27 October 2023. The relevant department is in the process of responding to additional follow-up questions by the assessor. Insurance management is following up on the request frequently.
2023/60	SWA2022-23/SW/53/M	Fire Department	12/05/2023	17/05/2023	Motor Damaged: CK12628	85 918,97	35 000,00	During a fire call-out for a house burning in Illege Lethu the vehicle was damaged by the community by throwing stones at the vehicle. Guardrisk confirmed on 31 October 2023 that they had followed up on claim with SASRIA. The SASRIA claim is still outstanding. Insurance management is following up on the claim frequently.
2024/13	SWA-011-M-2324	Civil: Sewerage	20/09/2023	27/09/2023	Motor Damged: CK56674	284 766,97	50 000,00	On 27 September 2023 an ambulance caused an accident and damaged CK56674 by colliding with the municipal truck. The vehicle was sent for repairs on 28 November 2023. The vehicle is still in for repairs as some replacement parts needs to be imported. The vehicle is expected to return to service within the next month.
2024/20	SWA-017-M-2324	Civil: Street & Storm	03/11/2023	30/11/2023	Motor Damaged, CK29246	102 382,40	50 000,00	During a fire call-out for at the Darling scrapyard the vehicle was damaged by a gas explosion. The assessor requested a report from the fire department. The claim is still under investigation.
2024/24	CLGRMUM- 888079	Civil: Water	16/11/2023	21/11/2023	Motor Glass: CK10564	2 645,00	661,25	The canopy's window of CK10564 was damaged during a call out after hours while loading the equipment. The glass was out of stock and can only be fitted during February 2024.
2024/21	SWA-019-C-2324	Fire Department	03/12/2023	14/12/2023	Property Loss: Moorreesburg Fire	12 150,00	2 500,00	On 4 December 2023 the responsible official discovered that there was a break-in at the Fire Department. Several small items was stolen. Outstanding information was sent to the insurer on 31 January 2024.
2024/25	SWA-023-M-2324	Civil: Water	21/01/2024	25/01/2024	Motor Damage: CK16687	35 964,95	5 000,00	During a call out the official crashed in to a cement pillar at the scene resulting in damage to the left side of the vehicle. The matter is due to appear before the accident committee. An assessor was appointed on 30 January 2024. The assessor's report is still outstanding.
2024/26		Maintenance	25/01/2024	25/01/2024	Property Damage: Nedbank Glass	outstanding	outstanding	On 25 January 2024 the officials discovered that one of the large glass panels of the Finance Building serving as the external wall was cracked. The cause of the damage is not obvious and as such the insurance has not yet notified Swartland as to whether the claim will be accepted.
						631 860,58	178 161,25	

FINALISED CLAIMS

Number	Claim number	Directorate	Incident	Registered	Nature of Damage/ Loss	Amount of Claim	Excess Payment	Comments
2024/23	CLGRMUM-890344	Civil: Sewerage	17/01/2024	19/01/2024	Motor Glass: CK12625	4 885,84	3 500,00	Excess paid to the supplier on 31 January 2024.
						4 885,84	3 500,00	

REPUDIATE

Reference Number	Claim number	Directorate	Date of Incident	Date of Claim Registered	Nature of Damage/ Loss	Amount of Claim	Excess Payment	Comments
2024/22	SWA-022-M-2324	Civil: Refuse Removal	09/01/2024	18/01/2024	Motor Damage: CK20326	7 403,73	7 500,00	Claim rejected because it falls within the excess amount of R7500,00
						7 403,73	7 500,00	



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering
06 February 2024

6/1/2/1

ITEM 7.9 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 21 FEBRUARY 2024

SUBJECT: DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES : URGENT REPAIR WORK TO BASE PLATES OF SIX MIXERS AT THE RIEBEEK VALLEY WWTW

1. BACKGROUND.

A WWTW comprise several different biological treatment zones. Mixers are used to enable flow between the different biological treatment zones and to keep mixed liquor in suspension. Should the mixers be unserviceable, failure of biological treatment and settlement of biomass would be inevitable ultimately resulting in poor quality final effluent that does not meet the requirements of legislative standards and possible damages to other mechanical equipment.

The Riebeek Valley WWTW is equipped with six mixers and it was noticed during routine morning inspection that their rotation was not smooth with a wobbly motion. Upon closer inspection, it was noticed that base plate bolts were bent and in some instances sheared. Although the cause is not known and would be difficult to determine it appears that power supply to the mixers might have caused a temporary reverse rotation resulting in an opposite direction force resulting in damages to the bolts.

The six mixers had to be turned off to prevent further damages and urgent repairs were required. GW Trautmann cc, an established and reputable service provider with the required skills and equipment, were requested to inspect and to provide a quotation. The quotation received amounted to R43 429.80 (excl. VAT).

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R 30,000.00 (including VAT), a formal tender process must be followed. However, the Municipal Manager has approved repairs to the six mixers in terms of 36(1)(a) of the Supply Chain Management Policy as an emergency to prevent the discharge of poor quality final effluent that does not meet the requirements of legislative standards and possible damages to other mechanical equipment.

2. LEGISLATION

The Supply Chain Management Policy under paragraph 36(1)(a) allows the Accounting Officer to dispense with the official procurement processes for any required goods or services through any convenient process, which may include direct negotiations, but only –

- 2.1 in an emergency;
- 2.2 if such goods or services are produced or available from a single provider only;
- 2.3 for the acquisition of special works of art or historical objects where specifications are difficult to compile;
- 2.4 acquisition of animals for zoos and/or botanical specimens for nature and game reserves;
or
- 2.5 in any other exceptional case where it is impractical or impossible to follow the official procurement processes;

The accounting officer must record the reasons for any deviations in terms of sub regulation (1)(a) and (b) and report them to the next meeting of the council, or board of directors in the case of a municipal entity, and include as a note to the annual financial statements.”

3. FINANCIAL IMPLICATIONS

The expenditure was allocated to vote number 9/239-851-689 and there is sufficient funding available.

4. ALIGNMENT WITH THE 2023 INTEGRATED DEVELOPMENT PLAN

The provision of sewerage services aligns with Strategic Goal 3: Quality and reliable services of the IDP.

5. RECOMMENDATION

- 5.1 That cognisance be taken of the deviation from the prescribed procurement procedures in terms of paragraph 36(1)(a) of the Supply Chain Management Policy.
- 5.2 That cognisance be taken of the action of the Municipal Manager to approve repairs to six mixers at the Riebeek Valley WWTW in terms of 36(1)(a) of the Supply Chain Management Policy as an emergency by GW Trautmann cc for the amount of R43 429.80 (excl. VAT).
- 5.3 That the reason for the deviation from the prescribed procurement process be recorded as follows:
 - The six mixers would have been left out of service for an extended period of time;
 - This would have resulted poor quality final effluent that does not meet required legislative standards and possible damages to other mechanical equipment; and
 - The repairs to the six mixers were therefore treated as an emergency.
- 5.3 That it be noted that the expenditure of R43 429.80 (excl. VAT) was allocated to mSCOA Code: 9/239-851-689 and that there is sufficient funding available.
- 5.4 That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements when compiled.

(sgd) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES
LDZ/ldz



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering
25 January 2024

6/1/2/1

ITEM 7.10 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 21 FEBRUARY 2024

SUBJECT: DEVIATION FROM PRESCRIBED PROCUREMENT PROCEDURES : URGENT REPAIR WORK TO COMPACTOR TRUCK CK 21988
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1. **BACKGROUND.**

The Municipality deploys a compactor truck CK 21988 for refuse collection vehicle in all areas in Swartland Municipality. The truck is a 2014 model UD 330 Quester.

CK 21988 encountered difficulty with compacting waste and was taken to Transtech, the agents for Heil 5000 compactor bodies, for assessment. It was determined that the slide assembly needed repair, removal and refitting of new hardened hinge bushes was required, link arm assembly needed to be re-bushed and new blade cylinder to be fitted. The Municipality was supplied a quote of R 167,840.97 excluding VAT.

The truck performs an essential waste collection and removal service and taking it out of service impairs on the Municipality's capacity to deliver the service. Not delivering the waste removal services to the required standard will lead to public and environmental health risks. It is therefore extremely important that the truck is repaired and put back into service in the shortest possible time.

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R 30,000.00 (including VAT), a formal tender process must be followed. However, the Municipal Manager has approved that the repairs to waste removal truck CK 21988 be treated as an emergency to prevent prolonged impairment to the waste removal service.

2. **LEGISLATION**

The Supply Chain Management Policy under paragraph 36(1)(a) allows the Accounting Officer to dispense with the official procurement processes for any required goods or services through any convenient process, which may include direct negotiations, but only –

- 2.1 in an emergency;
- 2.2 if such goods or services are produced or available from a single provider only;
- 2.3 for the acquisition of special works of art or historical objects where specifications are difficult to compile;
- 2.4 acquisition of animals for zoos and/or botanical specimens for nature and game reserves;
or
- 2.5 in any other exceptional case where it is impractical or impossible to follow the official procurement processes;

The accounting officer must record the reasons for any deviations in terms of sub regulation (1)(a) and (b) and report them to the next meeting of the council, or board of directors in the case of a municipal entity, and include as a note to the annual financial statements.”

3. FINANCIAL IMPLICATIONS

The expenditure will be allocated to the vehicle repair vote number 9/4-51-5 and there is sufficient funding available for the quoted amount.

4. ALIGNMENT WITH THE 2023 INTEGRATED DEVELOPMENT PLAN

The provision of waste removal services aligns with Strategic Goal 3: Quality and reliable services of the IDP.

5. RECOMMENDATION

- 5.1 That cognisance be taken of the deviation from the prescribed procurement procedures in terms of Section 36 of the Supply Chain Management Policy.
- 5.2 That cognisance be taken of the action of the Municipal Manager to approve repairs to the compactor truck CK 21988 for the amount of R 167,840.97 (excluding VAT) by Transtech.
- 5.2 That the reason for the deviation from the prescribed procurement process be recorded as follows:
 - The truck would have been left out of service for an extended period of time;
 - This would have resulted in a failure in the waste removal services and public health risks;
 - The repair works to the compactor truck therefore had to be handled as an emergency.
- 5.3 That it be noted that the expenditure will be allocated mSCOA Code: 9/4-51-5 and that there is sufficient funding available for the quoted amount of R 167,840.97 excluding VAT.
- 5.4 That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements when compiled.

(sgd) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES

PSM/psm



Verslag Φ Ingxelo Φ Report

Office of Directorate: Civil Engineering
25 January 2024

6/1/2/1

ITEM 7.11 FOR AGENDA OF EXECUTIVE MAYORAL COMMITTEE TO BE HELD ON 21 FEBRUARY 2024

SUBJECT: FITTING OF A REEFER CABLE SYSTEM TO WASTE REMOVAL TRUCK CK 56748 IN TEMRS OF PARAGRAPH 2(6)(d) OF THE SCM POLICY
--

1. BACKGROUND.

The Municipality deploys a 2022 model UD 330 Quester compactor truck CK 56748 in Malmesbury to deliver waste removal services. The truck was donated to Swarthland Municipality by the Department of Forestry, Fisheries and Environment in February 2023.

CK 56748 is fitted with a HYVA BU compactor unit. The HYVA BY unit was not supplied with a reefer cable system, essential for lifting skip bins as part of our refuse collection service. The compactor unit must therefore be fitted with a reefer cable system. The truck was taken to 600CT Manufacturing, the original manufacturer service and support agent for HYVA BU in the Western Cape, for a quotation. 600CT Manufacturing supplied the Municipality with a quote of R 275,765.00 excluding VAT to supply and fit the reefer cable system.

The Supply Chain Management Policy states that for the procurement of goods and services for any amount higher than R 30,000.00 (including VAT), a formal tender process must be followed. However, the Municipal Manager has approved that 600CT Manufacturing be appointed in terms of paragraph 2(6)(d) of the SCM Policy for the fitment of a reefer cable system to waste removal truck CK 56748 as they are original manufacturer service and support agent for HYVA BU in the Western Cape.

2. LEGISLATION

The Supply Chain Management Policy under paragraph **2(6)** states that: *This Policy, except where provided otherwise, does not apply in respect of: (d) repairs and servicing of vehicles, where the vehicles must be repaired and or serviced by the relevant agency/authorized dealer or manufacturer.*

3. FINANCIAL IMPLICATIONS

The expenditure was allocated to capital vote number 9/104-852-995 and there is sufficient funding available for the quoted amount.

4. ALIGNMENT WITH THE 2023 INTEGRATED DEVELOPMENT PLAN

The provision of waste removal services aligns with Strategic Goal 3: Quality and reliable services of the IDP.

5. RECOMMENDATION

5.1 That cognisance be taken that the Municipal Manager has approved the fitting of a reefer cable system to the waste removal truck CK 56748 for the amount of R 275,765.00 (excluding VAT) by 600CT Manufacturing.

- 5.2 That cognisance be taken that in terms of paragraph 2(6)(d) of the SCM Policy a formal tender process was not followed as 600CT Manufacturing is the original manufacturer service and support agent o HYVA BU compactor unit.
- 5.3 That it be noted that the expenditure will be allocated mSCOA Code: 9/104-852-995 and that there is sufficient funding available for the quoted amount of R 275,765.00 excluding VAT.
- 5.4 That the Manager: Financial Statements and Control be instructed to include the above reason as a note to the financial statements when compiled.

(sgd) L D Zikmann

DIRECTOR: CIVIL ENGINEERING SERVICES
PSM/psm