

2011-12

APPROVED BY THE COUNCIL ON THE 31 JANUARY 2013

ANNUAL REPORT

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Chapter 1

CHAPTER 1: MAYOR`S FOREWORD AND EXECUTIVE SUMMARY

COMPONENTA: MAYOR`S FOREWORD

MAYOR`S FOREWORD

The Annual report represents an opportunity for the Municipality to look back in terms of what it has been able to achieve over the preceding year and the lessons learned going to the following year. Once again as Aganang Local Municipality we are called to take stock and account on what we have done during the financial year 2011/12 in term of service delivery mandate.

We are coming a long way as the Municipality in providing services to our Communities. All these we were able to do side by side with our Communities. Our Communities are the Municipality because we exist to serve them.

In line with the five key priorities of the current term government we were able to craft the 2011/12 IDP as a vehicle to achieving the priorities of government. As a Municipality we were able to achieve the following;

- Provide clean water to our Communities
- Provide electricity to our Communities
- Construct three Pre-schools
- Provide sanitation to our Communities
- Tarred phase 1 of Mohlonong to Diana clinic road
- Provide indigent households with free basic electricity, water and alternative energy

All of the above we have managed to do because of the in partnership with our Communities and Community stakeholders, public entities, sector departments and our business Community.

As the Municipality our lives will never be the same again. We are on course in improving the lives of our Communities for the better.

As the Municipality we were able to successfully re-establish 19 Ward Committees throughout the Municipality as the cornerstone of public participation in the affairs of the Municipality. We will continue to avail resources that will ensure that our

Ward Committee system come of age.

Going forward we are looking forward to amongst others;

- Completion of electrification programme
- Connecting all clinics with tar
- Township establishment and development
- Operationalizing Warehouse as a catalyst to business development within the Municipality
- Continued provision of free basic services
- Piloting waste removal within the Municipality

In order to achieve all these we will seek strategic partnership with all role players. As our motto puts it “Mmogo re tla kgona”

We are calling on our entire stakeholder to join us in taking stock of what we have done during the financial 2011/12 and further provide us with the necessary feedback that will make move us forward with determination. **Thank you**

Mmogo re tla kgona.

Mayor-Her Worship Cllr Maria Mokobodi

T 1.0.1

COMPONENT B: EXECUTIVE SUMMARY

1.1. MUNICIPAL MANAGER'S OVERVIEW

MUNICIPAL MANAGER'S OVERVIEW

Aganang Local Municipality, as a catalyst for change continues on its tracks to better the lives of the communities residing within its juristic areas. This is done through infrastructure provision which amongst others relates to electrification of villages, upgrading of municipal roads from gravel to tar, construction of pre-schools, water provisioning, support to SMME's and LED projects, traffic services and environmental management. For the financial year 2011/12 the Council of the municipality successfully adopted the integrated development plan which detailed the intention of the Council in addressing the needs of the community. Major priorities in the areas of electrification of extensions, tarring of roads, construction of pre-schools, upgrading of Tibane stadium, construction of bridges and other host of infrastructure and none infrastructure projects were identified. Noting the Council intention, a tool in the form of an SDBIP was developed in order to ensure mechanism on how to roll out the plan and track progress thereof. For accountability purposes Senior Managers signed the performance agreements towards the implementation of the SDBIP.

To date, phase one of the road D3356 (from Mhlonong leading to Diana Clinic) has been completed. Three pre - schools in Rampuru, Mashamaite and Masehlong villages were completed. In order to manage and assist in preventing crime, one Apollo light was installed in Setumong village. Construction of Mashamaite bridge caused ease of mobility to the communities which were struggling especially during rainy seasons. The municipality also constructed a Wholesale Warehouse as a beacon to support small and medium enterprises. Over 11 000 households were reached with free basic electricity and the entire community of Aganang accessed free basic water.

The municipality continued to struggle with financial sustenance. Plagued by lack of revenue base, the municipality relies wholly on the grants that are disbursed by the National Treasury. Such grants it proves beyond reasonable doubt that they are not enough to redress the imbalances of the past. Noting the fact that the municipality is 100% rural, the strain of raising revenue becomes to challenging also noting the fact that the community is not used to paying for services rendered. So far the skewed nature of the opex-capex renders the municipality to providing less on capital expenditure and more on operational.

Over thirty policies of the municipality were reviewed for the financial year 2011/12 and tabled for council adoption. Policies were adopted and effectively implemented. Chief amongst such policies included the financial and the Human Resource policies. Owing to the financial difficulties, the municipality could not develop and gazette the identified by - laws. Through the assistance of the department of cooperative

governance, human settlement and traditional affairs, some by - laws were provided to the municipality for customisation so that they do fit the operational needs of Aganang Local Municipality. So far such by - laws have been customised but not yet gazetted.

Since the municipality is neither the provider nor even the authority for water services, there are no mechanisms in place towards water conservation and management. The municipality plays only a role of facilitating on water projects of which the District Municipality is the authority. There are no infrastructure to measure the amount of water provided to both indigent and none indigent households and as such everyone in the municipality access water at the same rate. Further to that, the municipality is also not a provider nor an authority for electricity provision. Eskom which is the parastatal of government is the authority and noting the backwardness of the municipality in relation to the service, Aganang Local Municipality has for the past years being budgeting for electrification hence to date all households in the municipality are electrified with the exclusion of extensions.

To do more with less, the municipality has for the financial year 2011/12 signed a memorandum of understanding with Capricorn District Municipality to use their shared services when it comes to Audit Committee. So far the shared service works well for the municipality. The District municipality takes responsibility for financial sustenance of the Audit committee and are the convenors of the meetings. The Audit Committee assist the municipality with regard to financial reporting and Internal Auditing.

1.2. MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW

INTRODUCTION TO BACKGROUND DATA

Since the inception of Aganang Local Municipality more efforts were put towards provision of basic services to our Communities. The lives of our Communities have improved for the better.

T 1.2.1

Population Details									
Population `000									
Age	2009/10			2010/11			2011/12		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
0-4	8818	8683	17501	8818	8683	17501	8818	8683	17501
5-9	11229	9615	20844	11229	9615	20844	11229	9615	20844
10-19	22446	19434	41880	22446	19434	41880	22446	19434	41880
20-29	7294	10305	17599	7294	10305	17599	7294	10305	17599
30-39	4932	7181	12113	4932	7181	12113	4932	7181	12113
40-49	3257	6573	9830	3257	6573	9830	3257	6573	9830
50-59	3257	5247	8504	3257	5247	8504	3257	5247	8504
60-69	2415	5176	7591	2415	5176	7591	2415	5176	7591
70+	2564	7028	9592	2564	7028	9592	2564	7028	9592

Source: Statistics SA 2007

T1.2.2

Socio Economic Status						
Year	Housing Backlog as proportion of current demand	Unemployment rate	Proportion of households with no income	Proportion of population in low-skilled employment	HIV/AIDS prevalence	Illiterate people older than 14 years
2009/10	1827	12711	66804	N/A	843	11988
2010/11	2763	12711	66804	N/A	877	11988
2011/12	1931	12711	66804	N/A	912	11988

T1.2.4

Overview of neighborhoods within `Name of Municipality`		
Settlements Type	Households	Population
Towns		
N/A		
Sub-Total		
Townships		
N/A		

Sub-total		
Rural Settlements		
N/A		
Sub-total		
Informal Settlements		
N/A		
Sub-total		
Total		
T1.2.6		

COMMENT ON BACKGROUND DATA:

The Municipality is mainly rural with 99% of the municipal land under the jurisdiction of tribal authorities. The Municipality has no proclaimed township and made of rural settlements with little or no economic base.

T1.2.8

1.1. SERVICE DELIVERY OVERVIEW

SERVICE DELIVERY INTRODUCTION

T1.3.3

1.2. FINANCIAL HEALTH OVERVIEW

FINANCIAL OVERVIEW

The Municipality relies heavily on Government Grants and subsidies for financial sustainability. The allocation received is insufficient to provide for operational expenditure and basic services. During the financial year 2011/12, the municipality received a Disclaimer audit opinion which is undesirable. As a result, management resolved to prepare half yearly Financial Statements in order to assess our progress in addressing audit findings and also to prepare for Annual Financial Statements.

T1.4.1

Financial Overview – 2011/12			
			R`000
Details	Original Budget	Adjustment Budget	Actual
Income	7,740,800.00	6,780,000.00	17,865,828.00
Grants	94,585,000.00	94,734,000.00	81,685,597.00
Taxes, Levies & Tariffs			
Other			
Sub Total	102,325,800.00	101,514,000.00	99,551,425.00
Less Expenditure	102,325,800.00	101,514,000.00	78,554,907.00
Net Total	0	0	20,996,518.00
*Note: surplus/(deficit)			T1.4.2

Operating Ratios	
Detail	%
Employee Cost	45.97%
Repairs & Maintenance	0.64%
Finance Charges & Depreciation	9.1%
T1.4.3	

COMMENT ON OPERATING RATIOS:

The Ratios above indicate that Employee cost was 45.97% of the total spending and Repairs and maintenance was 0.64%.

T1.4.3.

Total Capital Expenditure 2009/10 – 2011/12			
			R`000
Detail			
	2009/10	2010/11	2011/12
Original budget	34,598,000.00	40,052,012.62	37,527,987.01
Adjustment budget	36,844,877.00	35,594,981.16	37,551,635.06
Actual	7,832,343.00	15,600,194.46	20,708,598.00
T1.4.4			

COMMENT ON CAPITAL EXPENDITURE:

The table above indicates that there is an increase in Capital Expenditure even though it reflects annual variances as compared to Capital budget for each financial year. These variances are due to the fact that Consultants for infrastructure projects are appointed during the third or fourth quarter of the year.

T 1.4.5.1

1.3. ORGANISATIONAL DEVELOPMENT OVERVIEW

ORGANISATIONAL DEVELOPMENT PERFORMANCE

The Municipality provides training and development for staff, councillors as well as other unemployed people. All training needs were developed and facilitated in terms of the approved workplace skills plan. The trainings conducted were part of the municipality's organisational development function to develop and improve the general skills levels in the whole organisation.

T1.5.1

1.4. AUDITOR GENERAL REPORT

AUDITOR GENERAL REPORT 11/12

The Municipality obtained a disclaimer audit opinion, based on the following items: Accumulated Surplus, PPE, VAT, Trade and Other receivables, Provisions, Revenue, Expenditure, Irregular, Fruitless and Wasteful, Contingent liability, Cash flow, Commitments, Related Parties, Accounting policies and Comparative figures. The municipality regrets the undesirable audit opinion obtained however it is on course to meet the 2014 clean audit deadline.

T 1.6.1

COMMENT ON THE ANNUAL REPORT PROCESS:

Annually the Municipality adopts a process plan for the compilation of the Annual report for the preceding year. The 2010/11 annual report compilation has followed the same process. this process is guided by the legal provisions as contained in both the Municipal Systems Act no 32 of 2000 and Municipal Finance Management Act no 56 of 2003.

The Annual report, as alluded to in the mayor' foreword, provides an opportunity to look back, draw lessons and chart a way forward. It forms the basis of planning going forward.

T1.7.1.1

CHAPTER 2 – GOVERNANCE

INTRODUCTION TO GOVERNANCE

The political and administrative governance is comprised of the political component headed by the mayor and the administrative component headed by the Municipality. These are further outlined below.

T2.0.1

COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

INTRODUCTION TO POLITICAL AND ADMINISTRATIVE GOVERNANCE

The Municipal Council, which is the supreme body and the highest decision making body comprised of 37 Councillors. The Speaker is the chairperson of the Council. Executive Committee members are 06 in number and the committee is headed by the Mayor. The committee members serve as chairperson of portfolio committees which are the portfolio committee on Budget & Treasury, Technical Services, Corporate Services, Community Services, Special Focus and Economic Development and Planning. The municipality has 19 Wards with 19 Ward Councillors and 190 Ward Committees.

There are various council committees, Ethics Committee, Geographic names committee and Municipal Public Accounts Committee each with its own chairperson.

The administration is headed by the municipal manager who has 05 section 56 managers reporting to him/her. That is the Snr Managers for, Technical Services, Corporate Services, Economic Development and Planning and the Chief Finance Officer.

Aganang Local Municipality political structure comprises of Council, Executive Committee, and portfolio committees. The Municipality has further established Oversight committee, ethics and names committee in terms of Section 79 of Municipal Systems Act no 32 of 2000.

In order to improve on financial matters an audit committee has been established assist the Municipality in this regard.

T2.1.0

2.1 POLITICAL GOVERNANCE

INTRODUCTION TO POLITICAL GOVERNANCE

T2.1.1

POLITICAL STRUCTURE

MAYOR
(Cllr Molahlwa Mokobodi)

SPEAKER
(Cllr Noko Ntsewa)

CHIEF WHIP
(Cllr Malesela Teffo)

MAYORAL COMMITTEE/ EXECUTIVE COMMITTEE

Cllr Lisbeth Mothata- Corporate Services
Cllr Melidah Mashamaite later replaced by Cllr Kwenah Mahoi -
Special Focus
Cllr Albert Moloto -Technical Services
Cllr Mary Dikgale- Economic Development and Planning
Cllr Phuti Cholo later replaced by Cllr Stephen Phaka -Community
Services
Cllr Tebogo Lekoloane- Budget & Treasury

The changes were a result of realignment of Executive Committee
after the withdrawal of Cllr Phuti Cholo by his Political party

T2.1.1

COUNCILLORS

The municipality consists of 37 Councillors. There are 19 Ward Councillors who are responsible for the running of the Wards. The PR Councillors are giving support to the Ward Councillors and they are a pool of the PMT and EXCO.

The municipality consists of 37 Councillors. There are 19 Ward Councillors who are responsible for the running of the Wards. The PR Councillors are giving support to the Ward Councillors and they are a pool of the PMT and EXCO.

T2.1.

Item	Description
Total number of Councillors	37
Number of Male	19
Number of female Councillors	18
Number of Full time Councillors	03
Number of Executive Committee	07

Number of ANC councillors	32
Number of Cope Councillors	02
Number of DA Councillors	01
Number of ACDP Councillors	01
Number of UDM Councillors	01

POLITICAL DECISION-TAKING

The political component is comprised as follows

Council It is the highest decision making body of the Municipality. Comprised of all 37 Councillors and 04 Traditional Leaders who attend as Ex-officio members.

Executive Committee: comprised of 06 portfolio chairpersons and Mayor who is the Chairperson of the Committee

Portfolio Committees: these are department specific. The following portfolios were constituted

Technical services

Community services

Economic Development and Planning

Budget & Treasury

Special Focus

Corporate Services

T2.1.3

2.2 ADMINISTRATIVE GOVERNANCE

INTRODUCTION TO ADMINISTRATIVE GOVERNANCE

Aganang Administration has been composed in terms of Municipal systems Act no 32 of 2000. It headed by the municipality with four Snr Manager heading different departments. These are Technical services, Budget and treasury, corporate services and economic development and planning. The staff compliment is currently as follows:

Total number of staff: 109

Number female: 45

Number male; 64

Number disabled: 0

Number youth: 72

T2.2.1

TOP ADMINISTRATIVE STRUCTURE

MUNICIPAL MANAGER

Mr Ramakuntwane Selepe

DIRECTOR: TECHNICAL SERVICES

Ms Makgabo Komape

DIRECTOR: CORPORATE SERVICES

Mr Manape Thamaga

DIRECTOR: ECONOMIC DEVELOPMENT PLANNING

Mr Simon Semanya (Acting)

DIRECTOR: CHIEF FINANCIAL OFFICER

Mr Absen Laka

T2.2.2

COMPONENT B: INTERGOVERNMENTAL RELATIONS

INTRODUCTION TO CO-OPERATIVE GOVERNANCE AND INTERGOVERNMENTAL RELATIONS

The enactment of intergovernmental relations Act of no 13 of 2005 has ushered in the era of cooperative governance in South Africa. It is on the basis of this that Aganang local Municipality participate and or is represented in some of these forums be it national provincial, district or local. The information below outlines some of the forum that exists.

T 2.3.0

2.3 INTERGOVERNMENTAL RELATIONS

NATIONAL INTERGOVERNMENTAL STRUCTURES

National SALGA Membership assembly

National Municipal Managers' Forum

T2.3.1

PROVINCIAL INTERGOVERNMENTAL STRUCTURE

Aganang local Municipality participates in the following provincial intergovernmental structures

Premier IGF

Provincial Municipal Managers' forum

Provincial Development and planning forum

Provincial Monitoring and Evaluation forum

T2.3.2

RELATIONSHIPS WITH MUNICIPAL ENTITIES

Aganang Local Municipality does not have any established Municipal entity.

T2.3.3

DISTRICT INTERGOVERNMENTAL STRUCTURES

The following district intergovernmental forums exist;

District Mayors' forum

District Municipal Managers' Forum

District CFO's forum

District IDP Representative Forum etc

T2.3.4

COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION

OVERVIEW OF PUBLIC ACCOUNTABILITY AND PARTICIPATION

OVERVIEW OF PUBLIC ACCOUNTABILITY AND PARTICIPATION

Aganang Local Municipality has been constituted in terms of Municipal Structures Act no 118 of 1998. It is constituted as follows in order to discharge its governance responsibility.

Item	Description	Meetings intervals	2011/12 meetings(target)	2011/12 meetings(actual)
Council	Attended by all Councillors, Snr Managers and Traditional leaders. it is chaired by the Speaker	Council sits quarterly	04	A total of 13 meetings held (04 ordinary and 09 special meetings).
Executive Committee	Comprised of all 07 members and Snr Managers. It is chaired by the Mayor	Sits monthly	11	16 (A total of 16 meetings held (11 ordinary and 05 special meetings).
Portfolio Committees	Seven portfolio committees have been established; namely EDP,B&T, Technical services, Corporate services, Community services and Special focus	Sits monthly	66	59 portfolio committee meetings held (07 were not held during December 2011)

Oversight committee	Meeting attended by members of the Municipal Public Accounts Committee	Sits monthly	08	A total of 07 meetings held with only one postponed.
Management	Comprised of all Snr Managers and Managers. It is chaired by the Municipal Manager	Sits monthly	07	11(07 ordinary and 04 special)
Extended Management	Comprised of all Snr Managers, Managers and Snr Officials. It is chaired by the Municipal Manager	sits quarterly	04	04
Departmental meetings	Comprised of Snr Manager and Snr Officers within the Department	Sits monthly	55	55
Extended Departmental Meeting	Comprised of Snr Manager, Managers and all Officers within the Department	Sits quarterly	04	04
T 2.4.0				

2.4 PUBLIC MEETINGS

The Municipality is obliged through amongst others Chapter 04 of Municipal System Act no 32 of 2000 to involve Communities and Community stakeholders in the affairs of the Municipality. Municipalities are stakeholder driven in nature and character. It is against this backdrop that the Municipality has developed a system of Community participation and Communication in order to realize its public accountability responsibility. The Municipality has established critical units in order to fulfil this task namely Council Support, Public Participation, IDP and Communication Units. The following are public participation and communication avenues that are utilized:

COMMUNICATION, PARTICIPATION AND FORUMS

Structure	Role/s	Engagement interval
Open Council	<p>Approves IDP & Budget process plan, IDP & Budget, SDBIP</p> <p>Monitor IDP Progress</p> <p>Ensure involvement of stakeholders in IDP/Budget processes</p> <p>Passes by-laws and policies</p>	Quarterly Council meetings
Ward Committee meetings	<p>Represents the interests of their Wards in the IDP/Budget processes</p> <p>Submit Community needs</p>	Bi-monthly. a total of 72 Ward committees were held during 2011/12 financial year.
IDP Representative Forum	Platform of stakeholders for provision of inputs to IDP/Budget processes	Twice a year during 2 nd quarter and 4 th quarter
Ward based IDP/Budget consultations	Communicate their needs and priorities through Ward Committees, Ward Councillors and through village, Ward based meeting and Izimbizo.	Annually through Izimbizo and Ward meetings
Municipal Newsletter and Website	Platform for provision of information to the public	Newsletter is issued quarterly and website is updated monthly
Mayoral Izimbizo	Gives an opportunity to the public to give feedback and inputs to Municipal service delivery programmes	Held once a year during 2 nd quarter
Municipal suggestion box	Community members can post suggestions and complaints through this	All the time during office hours

	facility	
Ward Offices	Seven Ward Offices have been established to provide support to Wards and access to Communities to Municipal services	All the time during office hours

T2.4.1

2.1.3 COUNCILLORS

After the 18 May 2011 Municipal Elections, the Council of Aganang Municipality was reconstituted. The table below provides details about the composition of Council in terms of party representation and gender etc.

Item	Description
Total number of Councillors	37
Number of Male	19
Number of female Councillors	18
Number of Full time Councillors	03
Number of Executive Committee	07
Number of ANC councillors	32
Number of Cope Councillors	02
Number of DA Councillors	01
Number of ACDP Councillors	01
Number of UDM Councillors	01

WARD COMMITTEES

The Municipality has established 19 ward committees in all wards. This consists of 10 ward committees per ward which makes a total of 190 ward committee members throughout the municipality. This committee facilitates and promote public participation.

T2.4.2

COMMENT ON THE EFFECTIVENESS OF THE PUBLIC MEETINGS HELD:

The Municipality is obliged through amongst others Chapter 04 of Municipal System Act no 32 of 2000 to involve Communities and Community stakeholders in the affairs of the Municipality. Municipalities are stakeholder driven in nature and character. It is against this backdrop that the Municipality has developed a system of Community participation and Communication in order to realize its public accountability responsibility. The Municipality has established critical units in order to fulfil this task namely Council Support, Public Participation, IDP and Communication Units. The following are public participation and communication avenues that are utilized

T2.4.3.1

2.5 IDP PARTICIPATION AND ALIGNMENT

Structure	Role/s	Engagement interval
Council	Approves IDP & Budget process plan, IDP & Budget, SDBIP Monitor IDP Progress Ensure involvement of stakeholders in IDP/Budget processes	Quarterly Council meetings and Council strategic planning
Ward Councilors & Ward Committees	Represents the interests of their Wards in the IDP/Budget processes Submit Community needs	Annually
Traditional Leaders	Represents the interests of their Communities	Quarterly
Executive Committee	Responsible for overall Management and coordination of the IDP/Budget processes	Monthly and Executive Committee Strategic planning

	Chair the Representative Forum	
IDP/Budget Steering Committee	Steers the IDP/Budget review processes Considers inputs into the IDP/Budget	Monthly
IDP/Budget Clusters/Departments	Provide cluster or departmental expertise in the IDP/Budget processes. Provide technical support to IDP/Budget processes	Monthly and Departmental strategic planning
IDP Representative Forum	Platform of stakeholders for provision of inputs to IDP/Budget processes	Twice a year during 2nd quarter and 4th quarter
Communities and Community Stakeholders	Communicate their needs and priorities through Ward Committees, Ward Councilors and through village, Ward based meeting and Izimbizos.	Annually through Izimbizo and Ward meetings

The Municipal IDP is a five year strategic plan and it outlines strategic objectives, strategies and annual targets. These are communicated to Community and Community stakeholders through processes as outlined by the table above. Service Delivery and Budget Implementation plan is developed annually to set quarterly targets and as a tool for implementation and monitoring of the IDP.

IDP Participation and Alignment Criteria*	Yes/No
Does the municipality have impact, outcome, input, output indicators?	Yes
Does the IDP have priorities, objectives, KPIs, development strategies?	Yes
Does the IDP have multi-year targets?	Yes
Are the above aligned and can they calculate into a score?	Yes
Does the budget align directly to the KPIs in the strategic plan?	Yes
Do the IDP KPIs align to the Section 57 Managers	Yes
Do the IDP KPIs lead to functional area KPIs as per the SDBIP?	Yes

Do the IDP KPIs align with the provincial KPIs on the 12 Outcomes	Yes
Were the indicators communicated to the public?	Yes
Were the four quarter aligned reports submitted within stipulated time frames?	Yes

COMPONENT D: CORPORATE GOVERNANCE

OVERVIEW OF CORPORATE GOVERNANCE

The Municipality has been duly constituted in terms Municipal structures Act no 117 of 1998. It is comprised of both political component and administrative component. There are Municipal policies and procedure that guides and informs the operation of the Municipality.

As a public institution the municipality subscribes to the principles of bathopele in its operation.

A number of governance and administrative structures have been put in place. These enables the Municipality to be able discharge its public service accordingly

T2.6.0

2.6 RISK MANAGEMENT

RISK MANAGEMENT

MFMA S62 (i) (c) requires a municipality to have and maintain an effective, efficient and transparent system of risk management.

Enterprise Risk Management is a process, affected by the Board, Executive Management and personnel, applied in strategy setting and across the operations of the enterprise, designed to identify potential events that may affect the entity, and manage risk to be within its risk appetite, to provide reasonable assurance regarding the achievement of entity objectives

The objectives of the Risk and Security Management Unit are to assist the municipality to:

- **Provide a level of assurance that current significant risks are effectively managed;**
- **Improve business performance by assisting and improving decision making and planning;**
- **Promote a more innovative, less risk averse culture in which the taking of calculated risks in pursuit of opportunities to benefit the organization is encouraged; and**

-
- Provide a sound basis for integrated risk management and internal control as components of good corporate governance.

Below are the municipality's top five Strategic risks.

Grant dependency/ financial viability

Availability and reliability of information.

Business interruptions

Poor performance by contractors/3rd parties

Clarity of roles between administration and political office bearers

T2.6.1

2.7 ANTI-CORRUPTION AND FRAUD

FRAUD AND ANTI-CORRUPTION STRATEGY

The following units are established to deal with allegations of fraud and corruption in the municipality,

The Risk and Security Management Unit,

Development of detailed risk register that forms the basis for the internal audit plan.

The Internal Audit Unit,

Internal audit review of processes and adherence to adherence to processes.

The Risk Management Committee,

Focus on progress made in risk management, internal audit reports and the action plan

The Audit Committee,

Independent advisory body to the Accounting Officer and the Council.

The top risk which the municipality faced are listed in T2.6.1

Audit Committee recommendations for 2011/12 are set out at Appendix G.

T2.7.1

2.8 SUPPLY CHAIN MANAGEMENT

OVERVIEW SUPPLY CHAIN MANAGEMENT

Supply Chain Policy has been developed and implemented in compliance with the SCM Regulations 2005. The only major finding which indicates deficiency in our internal control, it was the fact that according to SCM regulations, bid adjudication committee should comprise of five people but the municipality in most cases had three officials adjudicating bids. Overall, Supply Chain has complied with laws and regulations except in the case stated above.

T2.8.1

By-laws introduced during 11/12					
Newly Developed	Revised	Public Participation conducted prior to adoption of By-Laws (Yes/no)	Dates of Public Participation	By-Laws gazette (yes/no)	Date of Publication
None.	None.		None.	No.	
T2.9.1					

By-laws introduced during 11/12					
Newly Developed	Revised	Public Participation conducted prior to adoption of By-Laws (Yes/no)	Dates of Public Participation	By-Laws gazette (yes/no)	Date of Publication
None.	None.		None.	No.	
T2.9.1					

2.10 WEBSITES

Municipal website: content and currency of material		
Documents published on the municipality's /entity's website	Yes/No	Publishing date
Current annual and adjustment budgets and all budget related documents		
All current budget related policies	Yes	31 May 2012
The previous annual report (2010/11)	Yes	31 May 2011
The annual report (2011/12) published / to be published		
All current performance agreements required in terms of section 57 (1) (b) of the MSA and resulting score cards	No	
All service delivery agreements (2011/12)	No	
All long term borrowing contracts (2011/12)	No	
All supply chain management contracts above a prescribed value (give value) for 2011/12	Yes (Tenders)	
An information statement containin a list of assets over a prescribed value that have been disposed of in terms of section 14 (2) or (4) during 2011/12	No	
Contracts agreed in 2011/12 to which subsection (1) of section 33 apply, subject to subsection (3) of that section	No	
PPP agreements referred to in section 120 made in 2011/12	No	
All quartely reports tabled in the council in terms of section 52 (d) during 2011/12	no	
T2.10.1		

COMMENT MUNICIPAL WEBSITE CONTENT AND ACCESS:

The Municipal website is functioning and managed by Limpopo SITA. The website content consist of Municipality events and activites that takes place within Aganang Local Muniaplity. It consits of modules information which include vision and mission, coucil ,IDP and Budget, legislation and documents, advertisement of posts and media items.

The website is accessible globally via www.aganang.gov.za and more improvement and information will be uploaded in this financial year.

T2.10.1.1

PUBLIC SATISFACTION ON MUNICIPAL SERVICES

PUBLIC SATISFCATION LEVELS

None

T2.11.1

Satisfaction Surveys Undertaken during 2010/11 and 2011/12				
Subject matter of survey	Survey method	Survey date	No of people included in survey	Survey results indicating satisfaction or better (%)*
Overall satisfaction with:				
(a) Municipality	N/A	N/A	N/A	N/A
(b) Municipal Service Delivery	N/A	N/A	N/A	N/A
(c) Mayor	N/A	N/A	N/A	N/A
Satisfaction with:	N/A	N/A	N/A	N/A
(a) Refuse Collection	N/A	N/A	N/A	N/A
(b) Road Maintenance	N/A	N/A	N/A	N/A
(c) Electricity Supply	N/A	N/A	N/A	N/A
(d) Water Supply	N/A	N/A	N/A	N/A
(e) Sanitation	N/A	N/A	N/A	N/A
(f) Information supplied by municipality to the public	N/A	N/A	N/A	N/A
(g) Opportunities for consultation on municipal affairs	N/A	N/A	N/A	N/A
* The percentage indicates the proportion of those surveyed that believed that relevant performance was at least satisfactory				T2.11.2

COMMENT ON SATISFACTION LEVELS:

The municipality never conducted public satisfaction survey. Suggestion box has been put at the reception for the public to raise their service delivery problems, there is no complains brought to the management by the public.

T2.11.2.2

CHAPTER 3 – SERVICE DELIVERY PERFORMANCE (PERFORMANCE REPORT PART I)

INTRODUCTION

The following infrastructure projects were successfully completed in the 2011/12 financial year:

To date, phase one of the road D3356 (from Mhlonong leading to Diana Clinic) has been completed. Three pre - schools in Rampuru, Mashamaite and Masehlong villages were completed. In order to manage and assist in preventing crime, one Apollo light was installed in Setumong village. Construction of Mashamaite bridge caused ease of mobility to the communities which were struggling especially during rainy seasons. The municipality also constructed a Wholesale Warehouse as a beacon to support small and medium enterprises. Over 11 000 households were reached with free basic electricity and the entire community of Aganang accessed free basic water.

T3.0.1

COMPONENT A: BASIC SERVICES

This component includes: water; waste water (sanitation); electricity; waste management; and housing services; and a summary of free basic services.

INTRODUCTION TO BASIC SERVICES

The municipality is not Water Service Authority but Water Service Provider. This is mostly the district function.

We are also not providing waste management function as it is provided by the District municipality.

T3.1.0

.1. WATER PROVISION

INTRODUCTION TO WATER PROVISION

The municipality is responsible for operation and maintenance of water infrastructure on behalf of the Capricorn District Municipality. The Water Services Provision agreement for 2011/12 financial was signed by both municipality.

T3.1.1

3.2 WASTE WATER (SANITATION) PROVISION

INTRODUCTION TO SANITATION PROVISION

Not Applicable to our municipality.

T3.2.1

3.3 ELECTRICITY

INTRODUCTION TO ELECTRICITY

The municipality's strategy for the provision of electricity is to provide affordable and reliable electricity to all households. The municipality has electrified all the villages with the exception of one village and the ever emerging extensions. The municipality is on track to achieve the National basic standard for electricity provision by 2014. The municipality did not electrify any villages in the 11/12 financial year. The municipality has developed an indigent register and provide free basic electricity to beneficiaries in the indigent register.

T3.31

Electricity Service Delivery Levels				
Description	2008/09	2009/10	2010/11	Households 2011/12
	Actual No.	Actual No.	Actual No.	Actual No.
Energy: (above minimum level)	0	0	0	0
Electricity (at least min. service level)	1044	821	287	0
Electricity – prepaid (min. service level)	0	0	0	0
Minimum service level and above sub- total				
Minimum service level and above percentage				
Energy: (below minimum level)	0	0	0	0
Electricity (< min. service level)				
Electricity – prepaid (<min. service level)				
Other energy sources				
Below minimum service level sub-total	0	0	0	0
Below minimum service level percentage	0	0	0	0
Total number of households	1044	821	287	0

T3.3.3

COMMENT ON ELECTRICITY SERVICES PERFORMANCE OVERALL:

The municipality is not electricity service provider. The Electricity service is the function of ESKOM.

T3.3.9

3.4 WASTE MANAGEMENT (THIS SECTION TO INCLUDE: REFUSE COLLECTIONS, WASTE DISPOSAL, STREET CLEANING AND RECYCLING)

INTRODUCTION TO WASTE MANAGEMENT

Not Applicable to our municipality

T3.4.1

.5 HOUSING

INTRODUCTION TO HOUSING

Aganang Local Municipality is neither a housing authority nor provider, as at current the provisioning of housing is done by the Department of Cooperative Governance, Human Settlements and Traditional Affairs, as such the municipality only assist in the coordination of the housing provisioning. The housing needs as at the beginning of 2012-23 financial year was at 1931, which's details the municipality has kept on the housing database clustered systematically in wards.

Aganang Local Municipality have with the assistance of the Department of Cooperative Governance, Human Settlements and Traditional Affairs developed a draft housing chapter which will be a catalyst to housing development within Aganang Local Municipality

T3.5.1

Percentage of households with access to basic housing			
Year end	Total households (including in formal and informal settlements)	Households in formal settlements	Households in informal settlements
2008/09	1400	1400	0
2009/10	700	700	0
2010/11	1050	1050	0
2011/12	2625	2625	0

T3.5.2

Housing service policy objectives taken from IDP									
Service objectives Service indicators (i)	Outline service targets								
		Previous year		Previous year	Current year		Current year	Current year	Following year
		(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Service objective xxx	Addition al houses provided during the year (houses require at year end)	2010-11Houses required	2010-11 Houses built	2010-11 additional houses allocated	2011-12Houses required	2011-12Houses built	2011-12 addition al houses allocated	2011-12 Houses Required	2013-2014Houses required
Access to rural housing provisioning	0	1929	150	0	1548	375	0	1173	1978
Response to disaster incidences	Response and dispatch of relief material	0	73	0	114	114	0	0	0
<p>Note: this stamen should include no more than the top four priority service objectives. The indicators and targets specified above (column (i) and (ii) must be incorporated in the indicator set for each municipality to which they apply. These are universal municipal indicators. Previous year refers to the targets that were set in the 2010/11 Budget/IDP round. Current year refers to the targets set in the 2011/12 Budget/IDP round. Following year refers to the targets set in the 2012/13 Budget/IDP round. Note that all targets in the IDP must be fundable within approved budget provision. MSA 2000 chapter 5 sets out the purpose and character of IDP and chapter 6 sets out the requirements for the reduction of performance management arrangement by municipalities in which IDPs play a key role.</p> <p style="text-align: right;">T3.5.3</p>									

COMMENT ON THE PERFORMANCE OF THE HOUSING SERVICE OVERALL:

The Municipality is not providing housing function. COHGSTA is the main service provider of houses. The Municipality was allocated 375 units in the financial year 11/12 and all units were completed as planned.

T3.5.7

3.6 FREE BASIC SERVICES AND INDIGENT SUPPORT

INTRODUCTION TO FREE BASIC SERVICES AND INDIGENT SUPPORT

Municipality is providing free basic electricity and water to 11 000 indigents on monthly basis.

T3.6.1

Free basic services to low income households										
	Number of households									
	Total	Households earnings less than R1.100 per month								
		Free basic water		Free basic sanitation		Free basic electricity		Free basic refuse		
		Total	Access	%	Access	%	Access	%	Access	%
2009/10		34 246	34 246	100%	0	0	6000	88%	0	0
2010/11		33 214	33 214	100%	0	0	6000	86%	0	0

2011/12		33 214	33 214	100%	0	0	6000	92%	0	0
T3.6.3										

Financial performance 2011/12; cost to municipality of free basic services delivered					
Services delivered	2010/11	2011/12			
	Actual	Budget	Adjustment budget	Actual	Variance to budget
Water	1 500 000	1 500 000	2 000 000	2 000 000	0
Waste water (sanitation)	0	0	0	0	0
Electricity	2 000 000	2 500 000	2 500 000	2 500 000	0
Waste Management (solid waste)	0	0	0	0	0
Total					
T3.6.4					

COMMENT ON FREE BASIC SERVICES AND INDIGENT SUPPORT:

Support to indigents will improve in the 2013/14 financial year because the municipality is in the process of reviewing the indigent register and having plans to conduct community awareness campaigns on free basic services

T3.6.6

COMPONENT B: ROAD TRANSPORT

This component includes: roads; transport; and waste water (stormwater drainage).

INTRODUCTION TO ROAD TRANSPORT

The municipality saw the improvement of roads infrastructure. Most of the main municipal roads are tarred and under process of tarring. This will enhance mobility within the municipality and further assist the transport industry to grow. The municipality has a backlog of 546km that still needs to be tarred.

T3.7.0

3.7 ROADS

INTRODUCTION TO ROADS

Proper roads infrastructure stormwater management system not only increase ease movement for day to day living, but is of vital importance to economic activity and growth within the municipality

T3.7.1

Gravel road infrastructure				
	Total gravel roads	New gravel roads constructed	Gravel roads upgraded to tar	Kilometers Gravel roads graded/maintained
2009/10	558	3	5.5	558
2010/11	553	3	6.5	553
2011/12	546	0	4.5	546
				T3.7.2

Replace the word “tarred” with “asphalt”

Asphalted Road Infrastructure					
	Total Asphalted roads	New asphalt roads	Existing asphalt roads re-asphalted	Existing asphalt roads re-sheeted	Asphalt roads maintained
2009/10	0	0	0	0	0
2010/11	0	0	0	0	0
2011/12	0	0	0	0	0
					T3.7.3

Cost of construction/maintenance						
	Gravel			Tar		
	New	Gravel-Tar	Maintained	New	Re-worked	Maintained
2009/10	0	12.5m	0m	0	0	0
2010/11	0	18m	0m	0	0	0
2011/12	0	20.3m	0m	0	0	0
						T3.7.4

Capital expenditure 2011/12: Road Services					
					R'000
Capital Projects	2011/12				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total project value
Total all					
Project A	20.3m	20.3m	19.5m	0.1m	20.3m
Project B	5.1m	5.1m	3.825	1.275m	5.1m
Project C	1.2m	1.2m	9000 000	300 000	1.2m
Project D					
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate)					
T3.7.9					

COMMENT ON THE PERFORMANCE OF ROADS OVERALL:

A 4, 5 km road project amounting to R20.3m was completed in the 2011/12 financial year and gravel roads were maintained regularly. Currently the Municipality is having a backlog of 546 kms. A stormwater project was rolled over to the 2012/13 financial year with budget of R1 275m and is currently under construction. One low level bridge amounting to R1.2m was also completed.

T3.7.10

3.8 TRANSPORT (INCLUDING VEHICLE LICENSING & PUBLIC BUS OPERATION)

INTRODUCTION TO TRANSPORT

The municipality has been appointed as a Registering Authority in 2008 whereby it started performing registration and Licensing of motor vehicle transactions. The establishment of Registering Authority has shortened the distance for communities to travel long to Polokwane and Mogalakwena municipalities and this has been appreciated by our communities as a great achievement. The unit has Two Enatis Clerk and One Licensing officer.

T3.8.1

Concerning T3.8.2

In 2009 we noticed a high demand of Driving license from the communities after realizing importance of our Registering Authority in licensing and registration of motor vehicles we then apply for Driving license Testing Centre grade D whereby we test learners license of any code, knowing that our objective is not fully met we are in the process of application for grade B DLTC and grade B VTs (Vehicle Testing Station). The Unit has Three Examiners.

T3.8.2.1

Chapter 1

COMPONENT C: PLANNING AND DEVELOPMENT

This component includes: planning; and local economic development.

INTRODUCTION TO PLANNING AND DEVELOPMENT

The municipality has developed and adopted the spatial development framework which is reviewed from time to time. The SDF provides direction to development and is further aligned to the District SDF, growth and development strategy and national spatial perspective.

T3.10.0

3.10 PLANNING

INTRODUCTION TO PLANNING

In terms of SDF the development nodes of the municipality comprise of both the municipal growth point and population concentration.

T3.10.1

Applications for Land Use Development						
Detail	Formalization of Townships		Rezoning		Built Environment	
	2010/11	2011/12	2010/11	2011/12	2010/11	2011/12
Planning application received	0	0	0	0	0	0
Determination made in year of receipt	0	0	0	0	0	0
Determination made in following year	0	0	0	0	0	0
Applications withdrawn	0	0	0	0	0	0
Applications outstanding at year end	0	0	0	0	0	0

T3.10.2

Employees: Planning Services					
Job level	2010/11	2011/12			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0-3	0	0	0	0	0
4-6	1	3	1	2	33%
7-9	0	0	0	0	0
10-12	0	0	0	0	0
13-15	0	0	0	0	0
16-18	0	0	0	0	0
19-20	0	0	0	0	0
Total					

Totals should equate to those included in the chapter 4 total employee schedule. Employees and posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustment budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. senior management) then dividing that total by 250 to give the number of posts equivalent to the accumulated days.

T3.10.4

Financial performance 2011.12: Planning services					
R' 000					
Details	2010/22	2011/12			
	Actual	Original budget	Adjustment budget	Actual	Variance to budget
Total operational revenue (excluding tariffs)	0	0	0	0	0
Expenditure:	0	0	0	0	0
Employees	R430 000	R450 000	R450 000	R450 000	0
Repairs & Maintenance	0	0	0	0	0
Other	0	0	0	0	0
Total operational expenditure	0	0	0	0	0
Net operational (service) expenditure	0	0	0	0	0
Net expenditure to be consistent with summary table T51.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual					
T3.10.5					

Capital expenditure 2011/12: Planning Services					
R' 000					
Capital Projects	2011/12				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total project value
Total all					
Project A					
Project B					
Project C					
Project D					
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate)					
T3.10.6					

COMMENT ON THE PERFORMANCE OF PHYSICAL PLANNING OVERALL:

Applications are in terms of R188 Act of 1969 and R293 Act of 1962.

T3.10.7

3.11 LOCAL ECONOMIC DEVELOPMENT (INCLUDING TOURISM AND MARKET PLACES)

INTRODUCTION TO ECONOMIC DEVELOPMENT

Department of Economic Development and Planning is geared towards the upliftment of the local economic activities in the municipality. This is done through support to Local Economic development projects. Projects receive support in the form of technical support and funding, workshops and training in conjunction with LIBSA, LEDET, SEDA and other government agencies.

T3.11.1

Economic Activity by Sector			
			R'000
Sector	2009/10	2010/11	2011/12
Agric, forestry and fishing	0	0	0
Mining and quarrying	0	0	0
Manufacturing	0	0	0
Wholesale and retail trade	0	R3.4m	R1.3m
Finance, property, etc.	0	0	0
Govt, community and social services	0	0	0
Infrastructure services	0	0	0
Total	0	R3.4m	R1.3m

Economic Employment by Sector			
			Jobs
Sector	2009/10 No.	2010/11 No.	2011/12 No.
Agric, forestry and fishing	0	0	0
Mining and quarrying	0	0	0
Manufacturing	0	0	0
Wholesale and retail trade	0	0	0
Finance, property, etc.	0	0	0
Govt, community and social services	0	0	0
Infrastructure services	0	0	0
Total	0	0	0

T3.11.3

COMMENT ON LOCAL JOB OPPORTUNITIES:

A total of 1535 jobs were created through EPWP funded projects.

T3.11.4

Job Creation through EPWP* Projects		
Details	EPWP Projects No.	Jobs created through EPWP projects No.
2009/10	0	0
2010/11	15	920
2011/12	30	1535

*-Extended Public Works Programme

T3.11.6

Local Economic Development policy objectives taken from IDP									
Service Objectives	Outline service targets	2010/11		2011/12			2012/13	2013/14	
		Target	Actual	Target	Actual	Actual	Target	Target	Target
		*Previous year		*Previous year	*Current year		*Current year	*Current year	*following year
Service indicators (i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Service objective xxx									
	Number of people trained (including retained upskilled)	X people trained	X people trained	X people trained	X people trained	X people trained	X people trained	X people trained	X people trained
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
<p>Note: this stamen should include no more than the top four priority service objectives. The indicators and targets specified above (column (i) and (ii) must be incorporated in the indicator set for each municipality to which they apply. These are universal municipal indicators. Previous year refers to the targets that were set in the 2010/11 Budget/IDP round. Current year refers to the targets set in the 2011/12 Budget/IDP round. Following year refers to the targets set in the 2012/13 Budget/IDP round. Note that all targets in the IDP must be fundable within approved budget provision. MSA 2000 chapter 5 sets out the purpose and character of IDP and chapter 6 sets out the requirements for the reduction of performance management arrangement by municipalities in which IDPs play a key role.</p>									

T3.11.7

Employees: Local Economic Development Services					
Job level	2010/11	2011/12			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0-3	0	1	0	0	0
4-6	3	5	3	2	60%
7-9	0	0	0	0	0
10-12	0	0	0	0	0
13-15	0	0	0	0	0
16-18	0	0	0	0	0
19-20	0	0	0	0	0
Total	0	0	0	0	0
<p>Totals should equate to those included in the chapter 4 total employee schedule. Employees and posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustment budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. senior management) then dividing that total by 250 to give the number of posts equivalent to the accumulated days.</p>					

T3.11.8

Capital expenditure 2011/12: Economic Development Services					
Capital Projects	2011/12				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total project value
Total all					
G6 Agric primary cooperative	400 000		380 244.74	19 755.26	400 000
Lafata Agric cooperative	100 000	50 000	52 028.80	-2028.80 (Redirected from G6 poultry cooperative)	100 000
Tloungwepe poultry cooperative	150 000	0	149 455.72	544 .28	150 000
Phofu vegetable and pepper cooperative	50 000	30 000	4116.90	-25883.10(Redirected from G6 poultry cooperative)	50 000
Local exhibition	40 000	0	25 012.00	14988.00	40 000
Car wash	50 000	0	64 988.00	-14988.00(Redirected from Local exhibition)	50 000
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate)					
T3.11.10					

COMMENT ON LOCAL ECONOMIC DEVELOPMENT PERFORMANCE OVERALL:

Many developmental challenges still remain precisely because of the financial constraints. The municipal strategy is being frustrated by the fragmentation of development implementation and approach. Aganang LED strategies and job creation targets which are also being informed by the national government 2014 millennium goals needs to be fulfilled.

T3.11.11

COMPONENT D: COMMUNITY & SOCIAL SERVICES

This component includes: libraries and archives; museums arts and galleries; community halls; cemeteries and crematoria; child care; aged care; social programmes, theatres.

INTRODUCTION TO COMMUNITY AND SOCIAL SERVICES

3.52 LIBRARIES; ARCHIEVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES; OTHER (THEATRES, ZOOS, ETC)

INTRODUCTION TO LIBRARIES; ARCHIEVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES

The municipality has appointed a library assistant who is helping the adults and children who are in dire need but the challenge is the library facility still belong to the Dept of Sports Arts and Culture and the other challenge is the facility does not cater other municipal communities in areas like Mashashane.

T3.52.1

Employees: Libraries, Archives, Museums, Galleries, community facilities, other					
Job level	2010/11	2011/12			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0-3	01	02		01	
4-6					
7-9					
10-12					
13-15					
16-18					
19-20					
Total					

Financial performance 2011.12: Libraries, Archives, Museums, Galleries, Community Facilities, other					
R'000					
Details	2010/22	2011/12			
	Actual	Original budget	Adjustment budget	Actual	Variance to budget
Total operational revenue (excluding tariffs)					
Expenditure:				N/A	
Employees				N/A	
Repairs & Maintenance				N/A	
Other				N/A	
Total operational expenditure				N/A	
Net operational (service) expenditure				N/A	
T3.52.5					

Capital expenditure 2011/12: Libraries, Archives, Museums, Galleries, community facilities, other					
R'000					
Capital Projects	2011/12				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total project value
Total all	N/A		N/A		
Project A	N/A		N/A		
Project B	N/A		N/A		
Project C	N/A		N/A		
Project D	N/A		N/A		
T3.52.6					

COMMENT ON THE PERFORMANCE OF LIBRARIES; ARCHIVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES; OTHER (THEATRES, ZOOS, ETC) OVERALL:

The library is performing very well even though it does not cover or benefit the entire community of Aganang, the other challenge is its operations on weekends as it does not operate on Saturdays.

T3.52.7

3.55 CEMETORIES AND CREMATORIUMS

INTRODUCTION TO CEMETORIES & CREMATORIUMS

The Municipality is not providing crematoriums function.

3.56 CHILD CARE; AGED CARE; SOCIAL PROGRAMMES

INTRODUCTION TO CHILD CARE; AGED CARE; SOCIAL PROGRAMMES

The municipality has a budget for social contributions which covers child headed, indigent and new born babies gifts.

T3.56.1

SERVICE STATISTICS FOR CHILD CARE

T3.56.2

Child Care, Aged Care; Social Programmes Policy objectives taken from IDP									
Service Objectives <									

Employees: Child Care, Aged Care, social programmes					
Job level	2010/11	2011/12			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0-3	NONE	NONE	NONE	NONE	NONE
4-6	NONE	NONE	NONE	NONE	NONE
7-9	NONE	NONE	NONE	NONE	NONE
10-12	NONE	NONE	NONE	NONE	NONE
13-15	NONE	NONE	NONE	NONE	NONE
16-18	NONE	NONE	NONE	NONE	NONE
19-20	NONE	NONE	NONE	NONE	NONE

Total					
T3.56.4					

Financial performance 2011.12: Child Care, Aged Care, social programmes					
R'000					
Details	2010/22	2011/12			
	Actual	Original budget	Adjustment budget	Actual	Variance to budget
Total operational revenue (excluding tariffs)	NONE	NONE	NONE	NONE	NONE
Expenditure:	NONE	NONE	NONE	NONE	NONE
Employees	NONE	NONE	NONE	NONE	NONE
Repairs & Maintenance	NONE	NONE	NONE	NONE	NONE
Other	NONE	NONE	NONE	NONE	NONE
Total operational expenditure	NONE	NONE	NONE	NONE	NONE
Net operational (service) expenditure	NONE	NONE	NONE	NONE	NONE
T3.56.5					

Capital expenditure 2011/12: Child Care, Aged Care, social programmes					
R'000					
Capital Projects	2011/12				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total project value
Total all					
Project A					
Project B					
Project C					
Project D					
T3.56.6					

COMMENT ON THE PERFORMANCE OF CHILD CARE; AGED CARE; SOCIAL PROGRAMMES OVERALL:

The municipality is performing its social responsibility function.

T3.56.

COMPONENT F: HEALTH

This component includes: clinics; ambulance services; and health inspections.

INTRODUCTION TO HEALTH

The Municipality is not providing health services.

3.63 AMBULANCE SERVICES

INTRODUCTION TO AMBULANCE SERVICES

The municipality is not providing ambulances services.

T3.63.1

3.64 HEALTH INSPECTION; FOOD AND ABBATOIR LICENSING AND INSPECTION; ETC

INTRODUCTION TO HEALTH INSPECTIONS; FOOD AND ABATTOIR LICENCING AND INSPECTIONS, ETC

This function is not applicable to our municipality

T3.64.1

COMPONENT G: SECURITY AND SAFETY

This component includes: police; fire; disaster management, licensing and control of animals, and control of public nuisances, etc.

INTRODUCTION TO SECURITY & SAFETY

T3.65.0

3.65 POLICE

INTRODUCTION TO POLICE (TRAFFIC)

In 2010 the municipality has established law enforcement section after realizing that in terms of the Constitution of the Republic and the National Road Traffic Act is its obligation to perform traffic functions mainly prevention of crime, by- laws and road safety. The establishment of this unit has helped the communities at large in escorting at schools, at the funerals, promotion of road safety and municipal revenue generations.

T3.65.1

	Details	2009/10	2010/11		2011/12
		Actual No.	Estimate No.	Actual No.	Estimate No.
1	Number of road traffic accidents during the year	n/a	154	154	
2	Number of by-law infringements attended	n/a	288	288	

3	Number of police officers in the field on an average day	n/a	6	6	7
4	Number of police officers on duty on an average day	n/a	5	6	6
T3.65.2					

Concerning T3.65.2

The law enforcement unit has six officers with one chief and one Superintendent. The challenges encountered in the unit are resignation of officers because of low salary .The low turnout of tickets payment by offenders, minimal resources. The ticket issued in 2010/2011 is 1461 and in 2011/2012 is 2281; most of them are mainly from speedsters.

T3.65.2.1

COMMENT ON THE PERFORMANCE OF POLICE OVERALL:

The targeted reduction of fatal accidents by 6% starting from we commenced with law enforcement till 0% is at our heart since we stage road blocks every month with other stake holders where in we want to deal away with strict measures to offenders not only during festive and Easter seasons.

T.3.65.7

3.66 FIRE

INTRODUCTION TO FIRE SERVICES

The municipality is not providing fire services. It is a district function

T3.66.1

3.67 OTHER (DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC NUISANCES AND OTHER)

INTRODUCTION TO DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC NUISANCES, ETC

Aganang Local Municipality does not have a disaster management unit in Community Services Department, instead the coordination and response to disaster management incidences is done by the officials in Technical Services Department under Institutional and Social Development.

The Local Disaster Advisory Forum has been established comprising of various sector departments that falls within the area of jurisdiction of Aganang Local Municipality, quarterly meetings are convened in view to coordinate and plan for disasters when they eventually strike. Aganang Local Municipality have a Disaster Management Plan which orchestrate response and concerted efforts when disaster response is necessary. The challenge that the municipality faces is the lack of necessary facilities in this regard, namely, fire station.

T3.67.1

SERVICE STATISTICS FOR DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC

Disaster management, Animal Licensing and control, control of public Policy objectives taken from IDP									
Service Objectives	Outline service targets	2010/11		2011/12			2012/13	2013/14	
		Target	Actual	Target		Actual	Target		
		*Previous year		*Previous year	*Current year		*Current year	*Current year	*following year
		(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Service indicators (i)	(ii)								
Response to disaster incidences	Response and dispatch of relief material	0	73	0	114	114	0	0	0
T3.67.3									

T3.67.3

NUISANCES, ETC

T3.67.2

Financial performance 2011.12: Disaster management, Animal Licensing and control, control of public					
R'000					
Details	2010/22	2011/12			
	Actual	Original budget	Adjustment budget	Actual	Variance to budget
Total operational revenue (excluding tariffs)					
Expenditure:					
Fire Fighters					
Other Employees					
Repairs & Maintenance					
Other					
Total operational expenditure					
Net operational (service) expenditure					
T3.67.5					

Capital expenditure 2011/12: Disaster management, Animal Licensing and control, control of public					
R'000					
Capital Projects	2011/12				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total project value
Food Parcels	100 000.00	100 000.00	70 000.00	-	70 000.00

COMMENT ON THE PERFORMANCE OF DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL OF PUBLIC NUISANCES, ETC OVERALL:

Aganang Local Municipality does not have a disaster management unit in Community Services Department, instead the coordination and response to disaster management incidences is done by the officials in Technical Services Department under Institutional and Social Development.

The Local Disaster Advisory Forum has been established comprising of various sector departments that falls within the area of jurisdiction of Aganang Local Municipality, quarterly meetings are convened in view to coordinate and plan for disasters when they eventually strike. Aganang Local Municipality have a Disaster Management Plan which orchestrate response and concerted efforts when disaster response is necessary. The challenge that the municipality faces is the lack of necessary facilities in this regard, namely, fire station.

T3.6

This component includes: community parks; sports fields; sports halls; stadiums; swimming pools; and camp sites.

INTRODUCTION TO SPORT AND RECREATION

The Municipality provides support to Sports Federations and various clubs. The Aganang Sports Council has been established and it is comprised of federations in the sporting codes of Softball, Netball, Football and Athletic. The process is underway to include other federations for maximum representation in the Sports Council.

There are currently two sports facilities that are used through the Siyadlala Mass Participation (SMPP) and through the support of the provincial government of Sports, Arts and Culture, equipment and personnel are provided for the different games and the sports facilities.

The Municipality does not have community parks, sports halls, stadiums, swimming pools and camp sites.

T3.68.0

3.68 SPORT AND RECREATION

SERVICE STATISTICS FOR SPORT AND RECREATION

Sport and Recreation Policy objectives taken from IDP									
Service Objectives	Outline service targets	2010/11		2011/12					
		Target	Actual	Target	Actual				
		*Previous year (iii)	(iv)	*Previous year (v)	*Current year (vi)	(vii)			
Service indicators (i)	(ii)								
Service objective xxx									
Mayor's Cup	01	01	01	01	01	0			
Mayor's Marathon	01	01	01	01	01	01			

T3.68.2

Employees: Sport and Recreation					
Job level	2010/11	2011/12			
Job Level	Employees	Posts	Employees	Vacancies (fulltime	Vacancies (as a % of

	No.	No.	No.	equivalents) No.	total posts) %
0-3					
4-6	1	1	n/a	1	100%
7-9					
10-12					
13-15					
16-18					
19-20					
Total				1	100%
T3.67.3					

Financial performance 2011.12: Sport and Recreation					
R'000					
Details	2010/22	2011/12			
	Actual	Original budget	Adjustment budget	Actual	Variance to budget
Total operational revenue (excluding tariffs)	n/a	n/a	n/a	n/a	n/a
Expenditure:	n/a	n/a	n/a	n/a	n/a
Other Employees	n/a	n/a	n/a	n/a	n/a
Repairs & Maintenance	n/a	n/a	n/a	n/a	n/a
Other (Mayor's Cup & Marathon)	R70 000	R70 000	0	R70 000	0
Total operational expenditure	R70 000	R70 000	0	R70 000	0
Net operational (service) expenditure					
T3.68.4					

Capital expenditure 2011/12: Sport and Recreation					
R'000					
Capital Projects	2011/12				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total project value
Total all	n/a				

Project A	n/a				
Project B	n/a				
Project C	n/a				
Project D	n/a				
					T3.68.5

COMMENT ON THE PERFORMANCE OF SPORT AND RECREATION OVERALL:

The Municipality is currently making plans for the mobilization of communities to be involved in issues of sports, the overall performance in terms of sport is satisfactory even though there is still a need for improvement, with regard to recreation the Municipality has never had activities.

Chapter 1

COMPONENT I: CORPORATE POLICY OFFICES AND OTHER SERVICES

This component includes: corporate policy offices, financial services, human resource services, ICT services, property services.

INTRODUCTION TO CORPORATE POLICY OFFICES, Etc

The Corporate policy offices ensure the smooth running of the Municipality as they relate to aspects of the following activities and operations:

- **Policy office – The Human Resources unit ensures that all Municipal policies are duly developed and reviewed annually for budget related policies as well Human resource policies.**
- **Financial services – The financial services activities such as payroll activities, supply chain activities, expenditure activities, and revenue activities had operated within the prescripts of all Treasury laws and guidelines throughout the report year.**
- **Human Resources services – The Human Resources unit has operated in terms of the governing HR policies and procedures. Staff recruitment activities and development of staff were done in terms of approved policies and budgets.**
- **ICT services – The Municipality has got approved ICT policies and approved IT Governance framework that has guided the functioning of the unit as well as the provision of IT infrastructure services.**

T3.69.0

3.69 EXECUTIVE AND COUNCIL

The municipality Organogram of leadership is provided above.

INTRODUCTION TO EXECUTIVE AND COUNCIL

The municipality Organogram of leadership is provided above in page 16 and 18.

T3.69.1

T3.69.2

[illegible]

Employees: The Executive and Council					
Job level	2010/11	2011/12			
Job Level	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0-3					
4-6					
7-9	27			28	
10-12	6			6	
13-15					
16-18					
19-20	3			3	
Total	36			37	
T3.69.4					

Financial performance 2011.12: The Executive and Council						R'000
Details	2010/22	2011/12				
	Actual	Original budget	Adjustment budget	Actual	Variance to budget	
Total operational revenue (excluding tariffs)	Refer to					

	item 5.1				
Expenditure:					
Other Employees					
Repairs & Maintenance					
Other					
Total operational expenditure					
Net operational (service) expenditure					
Net expenditure to be consistent with summary table T51.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual					
T3.69.5					

Capital expenditure 2011/12: The Executive and Council Ref to item 5.7					
					R'000
Capital Projects	2011/12				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total project value
Total all	Refer to item 5.7				
Project A					
Project B					
Project C					
Project D					
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate)					
T3.69.6					

COMMENT ON THE PERFORMANCE OF THE EXECUTIVE AND COUNCIL:

Generally all capital projects were implemented without challenges except for tarring of Mophlonong tar road phase. Refer to item 5.7.

T3.69.7

3.70 FINANCIAL SERVICES

INTRODUCTION FINANCIAL SERVICES

Debt recovery								
Details of the types of account raised and	2010/11		2011/12		2012/13			
	Actual for	Proportion of	Billed in	Actual for	Proportion of	Billed in	Estimated	Estimated

recovered	accounts billed in year	accounts value billed that were collected in the year %	year	accounts billed in year	accounts value billed that were collected %	year	outturn for accounts billed in year	proportion of accounts billed that were collected %
Property Rates	4,958,302		7,445,140					
Electricity – B	N/A							
Electricity - C								
Water – B								
Water – C								
Sanitation								
Refuse								
Other								
B-Basic, C-Consumption. See chapter 6 for the Auditor General’s rating of the quality of the financial Accounts and the systems behind them								
T3.70.2								
T3.70.1								

3.71 HUMAN RESOURCE SERVICES

INTRODUCTION TO HUMAN RESOURCE SERVICES

The Human Resources Services provided staff recruitment function for the Municipality during the year 2011/12, the development of staff, the labour relation function as well as employee wellness activities. In terms of the service delivery priorities and the impact we had on them during the year, the following table provides more details:

T3.71.1

Service delivery priorities	Measures taken to improve performance
Vacant positions	All vacant positions were advertised with a view to have them filled. The advertisements were done in terms the Municipality's approved staff provisioning policy.
Excess leave days	Staff were instructed, and given a period of time, to take their annual leave so as to reduce their annual leave days to the acceptable threshold level of 48 leave credit days.
Labour disputes	All recorded labour disputes were resolved in terms of the provisions of the collective agreement and the Relevant Labour Relations Act.

SERVICE STATISTICS FOR HUMAN RESOURCE SERVICES

Human Resource Services Policy objectives taken from IDP

Service Objectives Service indicators (i)	Outline service targets (ii)	2010/11		2011/12			2012/13	2013/14	
		Target	Actual	Target		Actual		Target	
		*Previous year		*Previous year	*Current year		*Current year	*Current year	*following year
		(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Service objective xxx									
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Note: this stamen should include no more than the top four priority service objectives. The indicators and targets specified above (column (i) and (ii) must be incorporated in the indicator set for each municipality to which they apply. These are universal municipal indicators. Previous year refers to the targets that were set in the 2010/11 Budget/IDP round. Current year refers to the targets set in the 2011/12 Budget/IDP round. Following year refers to the targets set in the 2012/13 Budget/IDP round. Note that all targets in the IDP must be fundable within approved budget provision. MSA 2000 chapter 5 sets out the purpose and character of IDP and chapter 6 sets out the requirements for the reduction of performance management arrangement by municipalities in which IDPs play a key role.									
T3.71.3									

T3.71.3

Employees: Human Resource Services					
Job level	2010/11	2011/12			
Job Level	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0-3					
4-6	1	1	1	N/A	100
7-9	2	2	2	N/A	100
10-12	1	1	1	N/A	100
13-15					
16-18					
19-20					
Total	4	4	4		100
<p>Totals should equate to those included in the chapter 4 total employee schedule. Employees and posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustment budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. senior management) then dividing that total by 250 to give the number of posts equivalent to the accumulated days.</p>					

T3.71.4

Financial performance 2011/12: Human Resource Services					
R'000					
Details	2010/22	2011/12			
	Actual	Original budget	Adjustment budget	Actual	Variance to budget
Total operational revenue (excluding tariffs)					
Expenditure:					
Other Employees					
Repairs & Maintenance					
Other					
Total operational expenditure					
Net operational (service) expenditure					
Net expenditure to be consistent with summary table T51.2 in chapter 5. Variances are calculated by dividing the difference between the actual and original budget by the actual					
T3.71.5					
<p>The Human Resources Services provided staff recruitment function for the Municipality during the year, the development of staff, the labour relation function as well as employee wellness activities. In terms of the service delivery priorities and the impact we had on them during the year 2011/12.</p>					
T3.71.2					

Capital expenditure 2011/12: Human Resources Services					
R'000					
Capital Projects	2011/12				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total project value
Total all					
Project A					
Project B					
Project C					
Project D					
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate)					
T3.71.6					

COMMENT ON THE PERFORMANCE OF HUMAN RESOURCE SERVICES OVERALL:

The Human Resources Services provided staff recruitment function for the Municipality during the year, the development of staff, the labour relation function as well as employee wellness activities. In terms of the service delivery priorities and the impact we had on them during the year, the Municipality has continued to advertise the approved vacant posts on the organogram in terms of the staff provisioning policy, has consistently worked down the staff excess leave days to ensure that the remained within the threshold of 48 days per annum. The Corporate Services Department has consistently provided labour law advise to the officials as well as Councillors.

T3.71.7

3.72 INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

This component includes: Information and Communication Technology (ICT) services.

INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

The municipality ICT services are well functioning and managed by internal IT staff. The antivirus software are upgraded to ensure safety of important documents.

SERVICE STATISTICS FOR ICT SERVICES

T3.72.2

ICT Services Policy objectives taken from IDP									
Service Objectives 									

Financial performance 2011/12: ICT Services						R'000
Details	2010/22	2011/12				
	Actual	Original budget	Adjustment budget	Actual	Variance to budget	
Total operational revenue (excluding tariffs)	Refer to footnote below.					
Expenditure:						
Other Employees						
Repairs & Maintenance						
Other						
Total operational expenditure						
Net operational (service) expenditure						
NB: The financial statements in the following pages have reference. They have provided the detailed audited financial statements.						
T3.72.5						

Capital expenditure 2011/12: ICT Services						R'000
Capital Projects	2011/12					
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total project value	
Total all	150 000	0.00	150 000	0.00	150 000	
Project A						
Project B						
Project C						
Project D						
NB: The financial statements in the following pages have reference. They have provided the detailed audited financial statements.						

COMMENT ON THE PERFORMANCE OF ICT SERVICES OVERALL:

The municipality procured only one new IBM server equipment for the venus financial system at a total amount of R150 000 during the report period. The whole project budget was spent on the acquisition of that equipment. The other IT equipments were maintained and serviced by the Municipal Officials attached to the IT unit.

T3.72.7

3.73 PROPERTY; LEGAL; RISK MANAGEMENT AND PROCUREMENT SERVICES

This component includes: property; legal; risk management and procurement services.

INTRODUCTION TO PROPERTY; LEGAL; RISK MANAGEMENT AND PROCUREMENT SERVICES

The Municipal properties include the Aganang main offices, the Mhlonong site office and the One-stop centre, the taxi ranks at Kalksprit, Tibane and Ramoshane were also donated by the Capricorn District Municipality. Also owned by the Municipality are the sports field in Mhlonong and Tibane.

As regards the legal services, the Municipality did not have a legal department/ unit. All litigations and other matters of legal nature were always referred to the appointed Attorneys.

T3.73.1

SERVICE STATISTICS FOR PROPERTY; LEGAL; RISK MANAGEMENT AND PROCUREMENT SERVICES

T3.73.2

Employees: Property; legal; Risk Management and Procurement Services					
Job level	2010/11	2011/12			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0-3	0	2	0		
4-6	2	2	2		
7-9	2	2	2		
10-12					
13-15					
16-18					
19-20					
Total	4	4	4		

Totals should equate to those included in the chapter 4 total employee schedule. Employees and posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustment budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. senior management) then dividing that total by 250 to give the number of posts equivalent to the accumulated days.

T3.73.4

Financial performance 2011/12: Property; legal; Risk Management and Procurement Services					
R'000					
Details	2010/22	2011/12			
	Actual	Original budget	Adjustment budget	Actual	Variance to budget
Total operational revenue (excluding tariffs)					
Expenditure:					
Other Employees					
Repairs & Maintenance					
Other					
Total operational expenditure					
Net operational (service) expenditure					

Net expenditure to be consistent with summary table T51.2 in chapter 5. Variances are calculated by dividing the difference between the

actual and original budget by the actual

T3.73.5

Capital expenditure 2011/12: Property; legal; Risk Management and Procurement Services					
					R'000
Capital Projects	2011/12				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total project value
Total all					
Project A					
Project B					
Project C					
Project D					
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate)					
T3.73.6					

COMMENT ON THE PERFORMANCE OF PROPERTY SERVICES OVERALL:

The Municipal properties include the Aganang main offices, the Mhlonong site office and the One- stop centre, the taxi ranks at Kalksprit, Tibane and Ramoshoane were also donated by the Capricorn District Municipality. Also owned by the Municipality are the sports field in Mhlonong and Tibane.

T3.73.7

COMPONENT J: MISCELLANEOUS

This component includes: the provision of Airports, Abattoirs, and Forestry as municipal enterprises.

INTRODUCTION TO MISCELLANEOUS

The municipality do not provide the miscellaneous function.

T3.75.0

Chapter 1

CHAPTER 4 – ORGANISATIONAL DEVELOPMENT PERFORMANCE

(PERFORMANCE REPORT PART II)

INTRODUCTION

The Municipality provides training and development for staff, councillors as well as other unemployed people. All training needs were developed and facilitated in terms of the approved workplace skills plan. The trainings conducted were part of the municipality's organisational development function to develop and improve the general skills levels in the whole organisation.

T4.0.1

COMPONENT A: INTRODUCTION TO THE MUNICIPAL PERSONNEL

4.1 EMPLOYEE TOTALS, TURNOVER AND VACANCIES

Employees					
Description	10/11		11/12		
	No. Employees	No. Approved posts	No. of employees	No. of vacancies	% of vacancies
Water					
Waste Water (sanitation)	1	1	1		
Electricity					
Waste Management					
Housing					
Waste Water (Storm water Drainage)					
Roads	2	2	2		
Transport					
Planning					
Local Economic Development	3	3	3		
Planning (Strategic & Regulatory)					
Community & social services					
Environmental protection	n/a	n/a			
Health					
Security & safety	1	1	1		
Sport & recreation	1	1	1		
Corporate Policy offices & other	94	94			
Totals	102	102	108		

Headings follow the order of services as set out in Chapter 3. Service totals should equate to those included in the chapter 3 employee schedules. Employee and approved posts numbers are as at 30 June.

Vacancy Rate: 11/12			
Designation	*Total approved posts	*Variances (Total time that vacancies exist using fulltime equivalents)	*Variances (as a proportion of total posts in each category)
	No.	No.	%
Municipal Manager	1	1	100
CFO	1	1	100
Other S57 Managers (excluding Finance Posts)	5	3	50
Other S57 Managers (Finance posts)	1		
Municipal Police/traffic police	6		
Fire Fighters	n/a		
Senior Management: Levels 13-15 (excluding Finance Posts)			
Senior Management: Levels 13-15 (Finance Posts)			
Highly skilled supervision: Levels 9-12 (excluding Finance posts)			
Highly skilled supervision: Levels 9-12 (Finance posts)			
Total			

Note: *for posts which are established and funded in the approved budget or adjustments budget (where changes in employee provision have been made). Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. senior management) then dividing that total by 250 to give the number of posts equivalent to the accumulated days.

Turn-over Rate			
Details	Total Appointments as of beginning of financial year	Terminations during the financial year	Turn-over Rate*
	No.	No.	
2009/10	87	6	0.069
2010/11	104	10	0.096
2011/12	110	6	0.055

*Divide the number of employees who have left the organization within a year, by total number of employees who occupied posts at the beginning of the year

T4.1.3

COMMENT ON VACANCIES AND TURNOVER:

The senior management positions were filled during the year, except for that of the Senior Manager: EDP which remained vacant for the whole financial year. There recruitment process had ensued during the year in an attempt to fill the position, but there was no suitable candidate identified to fill that vacant position. The turnover rate had decreased from the previous year due to the low terminations experienced during the year.

T4.1.4

COMPONENT B: MANAGING THE MUNICIPAL WORKFORCE**INTRODUCTION TO MUNICIPAL WORKFORCE MANAGEMENT**

The senior management positions were filled during the year, except for that of the Senior Manager: EDP which remained vacant for the whole financial year. There recruitment process had ensued during the year in an attempt to fill the position, but there was no suitable candidate identified to fill that vacant position. The turnover rate had decreased from the previous year due to the low terminations experienced during the year.

The Municipality has developed and adopted appropriate systems and procedures to ensure fair; efficient; effective; and transparent personnel administration in accordance with the Employment Equity Act 1998. Further the Municipality has accordingly developed and submitted the employment equity report to the Department of labour on 01 October 2011.

T4.2.0

4.2 POLICIES

HR Policies & Plans				
	Name of Policy	Completed %	Reviewed %	Date adopted by council or comment on failure to adopt
1	Affirmative Action	0%	0%	Not yet developed
2	Attraction & Retention	100%	100%	2011/12
3	Code of conduct for employees	N/A	N/A	Incorporated into Municipal Systems Act
4	Delegations, Authorisation & responsibility	100%	100%	2011/12
5	Disciplinary Code & Procedures	N/A	N/A	Reviewed by SALGBC.
6	Essential Services	0%	0%	Not yet developed.
7	Employee Assistance/ wellness	0%	0%	Not yet developed.
8	Employment Equity	100%	100%	2011/12
9	Exit Management	0%	0%	Not yet developed
10	Grievance Procedures	N/A	N/A	Reviews by SALGBC.
11	HIV/AIDS	100%	100%	2011/12
12	Human Resource & Development	100%	100%	2011/12
13	Information Technology	100%	100%	2011/12
14	Job Evaluation	0%	0%	Not yet developed
15	Leave	N/A	N/A	Municipality is using collective agreement
16	Occupational Health & Safety	100%	100%	2011/12
17	Official Housing	0%	0%	Not yet developed
18	Official Journeys	0%	0%	Not yet developed
19	Official Transport to attend funerals	0%	0%	Not yet developed
20	Official working hours and overtime	100%	100%	2011/12
21	Organisational rights	N/A	N/A	Reviewed by SALGBC
22	Payroll Deductions	0%	0%	Not yet developed
23	Performance Management & Development	100%	100%	2011/12
24	Recruitment, selection & Appointments	100%	100%	2011/12
25	Remuneration Scales & Allowances	100%	100%	2011/12
26	Resettlement	0%	0%	Not yet developed
27	Sexual Harassment	100%	100%	2011/12
28	Skills development	0%	0%	Not yet developed
29	Smoking	0%	0%	Not yet developed
30	Special skills	0%	0%	Not yet developed
31	Work Organisation	0%	0%	Not yet developed
32	Uniforms & protect clothing	0%	0%	Not yet developed
33	Other			
Use name of local policies if different from above and at any other HR policies not listed				T4.2.1

COMMENT ON WORKFORCE POLICY DEVELOPMENT:

The Human Resources unit has developed and facilitated the review of the various workforce policies during the report period as follows:

T4.2.1.1

4.3 INJURIES, SICKNESS AND SUSPENSIONS

Number and cost of injuries on duty					
Type of injury	Injury leave taken	Employees using injury leave	Proportion employees using sick leave	Average injury leave per employee	Total estimated cost
	Days		%	Days	R`000
Required basic medical attention only	N/A	N/A	N/A	N/A	N/A
Temporary total disablement	N/A	N/A	N/A	N/A	N/A
Permanent disablement	N/A	N/A	N/A	N/A	N/A
Fatal	N/A	N/A	N/A	N/A	N/A
Total					

T4.3.1

Number of days and cost of sick leave (excluding injuries on duty)						
Designations	Total sick leave	Proportion of sick leave without medical certification	Employees using sick leave	Total employees in post*	*Average sick leave per employees	Estimated cost
	Days	%	No.	No.	Days	R`000
Lower skilled (level 1-2)						
Skilled (level 3-5)						
Highly skilled production (levels 6-8)						
Highly skilled supervision (level 9-12)						
Senior management (levels 13-15)						
MM & S57						
Total						

*Number of employees in post at the beginning of the year

*Average calculated by taking sick leave in column 2 divided by total employees in column 5

COMMENT ON INJURY AND SICK LEAVE:

The Municipality did not have any reported injury on duty during the report period. And the Municipality does not have the employee post levels identified above.

T4.3.4

Number and period of suspensions				
Position	Nature of alleged misconduct	Date of suspension	Details of disciplinary action taken or status of case and reasons why not finalized	Date finalized
Handyman	Theft	27 July 2011	The employee was dismissed on 07 February 2012.	17 January 2012.
HR Manager	Intimidation	24 August 2012	The disciplinary hearing still ongoing.	Not yet finalized.

T4.3.5

Disciplinary action taken on cases of financial misconduct			
Position	Nature of alleged misconduct and value of any loss to the municipality	Disciplinary action taken	Date finalized
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A

COMMENT ON SUSPENSIONS AND CASES OF FINANCIAL MISCONDUCT:

No employee was suspended for committing financial misconduct in the Municipality

T4.3.7

4.4 PERFORMANCE REWARDS

Performance Rewards by Gender					
Designation	Beneficiary Profile				
	Gender	Total number of employees in group	Number of beneficiaries	Expenditure on rewards 11/12 R'000	Proportion of beneficiaries within group %
Lower skilled (levels 1-2)	Female				
	Male				
Skilled (levels 3-5)	Female				
	Male				
Highly skilled production (levels 6-8)	Female				
	Male				
Highly skilled supervision (levels 9-12)	Female				
	Male				
Senior Management (levels 13-15)	Female				
	Male				
MM and S57	Female				
	Male				
Total					
Has the statutory municipal calculator been used as part of the evaluation process?					
Note: MSA 2000 S51 (d) requires that ... `performance plans, on which rewards are based should be aligned with the IDP...` (IDP objectives and targets are set out in chapter 3) and that service delivery and budget implementation plans (developed under MFMA S69 and Circular 13) should be consistent with the higher level IDP targets and must be incorporated appropriately in personal performance agreements as the basis of performance rewards. Those with disability are shown in brackets `(x)` in the `number of beneficiaries` column as well as in the numbers at the right hand side of the column (as illustrated above).					

COMMENT ON PERFORMANCE REWARDS:

The Municipality did not have the performance rewards system and had never implemented the performance management system. As a result there is no employee who has received any performance incentive reward during the report period.

T4.4.1.1

COMPONENT C: CAPACITATING THE MUNICIPAL WORKFORCE

INTRODUCTION TO WORKFORCE CAPACITY DEVELOPMENT

The Municipality had developed a workplace skills plan (WSP) as a guiding document to train staff during the course of the year. The table below provides the details of the various training initiatives that were undertaken by the Municipality.

T4.5.0

4.5 SKILLS DEVELOPMENT AND TRAINING

Skills Matrix														
Management	Gender	Employees in post as at 30 June 2012	Number of skilled employees required and actual as at 30 June 2012											
		No.	Learnerships			Skills programme & other short courses			Other forms of training			Total		
			Actual 30 June 2011	Actual 30 June 2012	Target	Actual 30 June 2011	Actual 30 June 2012	Target	Actual 30 June 2011	Actual 30 June 2012	Target	Actual 30 June 2011	Actual 30 June 2012	Target
MM & S57	Female			n/a										
	Male					2								
Councilors, senior officials & managers	Female						13							
	Male						20							
Technicians & associate professionals	Female						1							
	Male						3							
Professionals	Female			4			3			1				
	Male			1		3	7			3				
Sub Total	Female			4			17			1				
	Male			1			27			3				
Total														

T4.5.1

Financial competency development: progress report						
Description	A Total number of officials employed by municipality (Regulation 14(4)(a) and (c))	B Total number of officials employed by municipal entities (Regulation 14(4)(a) and (c))	Consolidated: Total of A and B	Consolidated: competency assessment completed for a and B (regulation 14(4)(b) and (d))	Consolidated: Total number of officials whose performance agreements comply with regulation 16 (Regulation 14(4)(f))	Consolidated: Total Number of officials that meet prescribed competency levels (Regulation 14(4)(a))
Financial officials	14	N/A	14			
Accounting officer	1	N/A	1		1	
Chief Financial Officer	1	N/A	1		1	
Senior Managers	3	N/A	3		3	1
Any other financial officials	3 (Interns)	N/A				
Supply Chain Management officials	5	N/A	5			
Heads of SCM units	1	N/A	1			
SCM senior managers		N/A				
Total	25	N/A	25			
*This is a statutory report under the National Treasury: Local Government: MFMA Competency Regulations (June 2007) T4.5.2						

Skills Development Expenditure										
Management Level	Gender	Employees as at the beginning of the financial year	Original Budget and Actual Expenditure on skills development 2011/12							
			Learnerships		Skills programmes & other short courses		Other forms of training		Total	
			Original Budget	Actual	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual
MM and S57	Female	3	See below	See below	See below	See below	See below	See below	See below	See below
	Male	1	See below	See below	See below	See below	See below	See below	See below	See below
Legislators, senior officials and managers	Female	4	See below	See below	See below	See below	See below	See below	See below	See below
	Male	18	See below	See below	See below	See below	See below	See below	See below	See below
Professionals	Female	11	See below	See below	See below	See below	See below	See below	See below	See below
	Male	9	See below	See below	See below	See below	See below	See below	See below	See below
Technicians and associate professionals	Female	1	See below	See below	See below	See below	See below	See below	See below	See below
	Male	1	See below	See below	See below	See below	See below	See below	See below	See below
Clerks	Female	18	See below	See below	See below	See below	See below	See below	See below	See below
	Male	9	See below	See below	See below	See below	See below	See below	See below	See below
Community Service and sales workers	Female	8	See below	See below	See below	See below	See below	See below	See below	See below
	Male	3	See below	See below	See below	See below	See below	See below	See below	See below
Plant and machine operators and assemblers (GA &)	Female	5	See below	See below	See below	See below	See below	See below	See below	See below
	Male	13	See	See	See	See	See	See	See	See

Drivers)			below	below	below	below	below	below	below	below
Elementary occupation	Female		See below	See below	See below	See below	See below	See below	See below	See below
	Male		See below	See below	See below	See below	See below	See below	See below	See below
Sub Total	Female	50	See below	See below	See below	See below	See below	See below	See below	See below
	Male	52	See below	See below	See below	See below	See below	See below	See below	See below
*% and *R value of municipal salaries (original budget) allocated for workplace skills plan									.*	*R
T4.5.3										

COMMENT ON SKILLS DEVELOPMENT AND RELATED EXPENDITURE AND ON THE FINANCIAL COMPETENCY REGULATIONS:

The municipality full year spent on approved training budget is as follows:

Pay roll actual spend: R48598284.33

Training spent for the year: R1775 687.99

Levy payment for the year: R485 982 .84

T4.5.4

COMPONENT D: MANAGING THE WORKFORCE EXPENDITURE

INTRODUCTION TO WORKFORCE EXPENDITURE

The Municipality has got crucial duty to manage workforce expenditure, to manage the pressures to overspend and how spending is controlled (e.g. within approved establishment and against budget and anticipated vacancy rates arising from turnover). And to also optimise the utilisation of the workforce with a view to obtain value for money. The below workforce expenditure relate to the actual expenditure incurred on the salaries of the employees.

T4.6.

4.6. EMPLOYEE EXPENDITURE

The total employee related costs for the report period is 27 685 748 and 27 472 537 for the previous financial year. Included in the above figures are the salaries and wages, contributions for UIF, acting allowances, subsistence and travelling allowance, overtime payments, back-payments, performance and other bonuses.

COMMENT ON WORKFORCE EXPENDITURE:

The workforce expenditure during the report period was impacted by the annual salary increment, the vacancy rate as well as the subsistence and travelling allowance.

T4.6.1.1

Number of employees whose salaries were increased due to their positions being upgraded		
Beneficiaries	Gender	Total
Lower skilled (level 1-2)	Female	N/A
	Male	N/A
Skilled (level 3-5)	Female	N/A
	Male	N/A
Highly skilled production (levels 6-8)	Female	N/A
	Male	N/A
Highly skilled supervision (level 9-12)	Female	N/A
	Male	N/A
Senior management (levels 13-15)	Female	N/A
	Male	N/A
MM & S57	Female	N/A
	Male	N/A
Total		

Those with disability are shown in brackets `(x)` in the number of beneficiaries column as well as in the numbers at the right hand side

T4.6.2

Employees whose salary levels exceed the grade determined by Job Evaluation				
Occupation	Number of employees	Job level evaluation	Remuneration level	Reason for deviation
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
				T4.6.3

Employees appointed to posts not approved				
Department	Level	Date of appointment	No. appointed	Reason for appointment when no established post exist
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A				

COMMENT ON UPGRADED POSTS AND THOSE THAT ARE AT VARIANCE WITH NORMAL PRACTICE:

None

T4.6.5

DISCLOSURES OF FINANCIAL INTERESTS

All senior managers, councillors and officials have disclosed their financial interests

T4.6.6

Chapter 5

CHAPTER 5 – FINANCIAL PERFORMANCE

5.4 FINANCIAL RATIOS BASED ON KEY PERFORMANCE INDICATORS

INTRODUCTION

Chapter 5 contains information regarding financial performance and highlights specific accomplishments. The chapter comprises of three components:

- **Component A: Statement of Financial Performance**
- **Component B: Spending Against Capital Budget**
- **Component C: Other Financial Matters**

T5.0.1

COMPONENT A: STATEMENTS OF FINANCIAL PERFORMANCE

INTRODUCTION TO FINANCIAL STATEMENTS

Note: Statements of Revenue Collection Performance by vote and by source are included at Appendix k.

This component provides an overview of the financial performance of the municipality and focuses on the financial health of the municipality

T5.1.0

Chapter 5

5.1. STATEMENTS OF FINANCIAL PERFORMANCE

Financial Summary						
Description	2010/11	Current year 2011/12			2011/12 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjusted budget
Financial Performance						
Property Rates	4 958 302	3 000	200,000	7,445,140	2482171%	3722%
Facility Rental	320 987	420,000	420,000	318,123	76%	76%
Investment revenue	1099 995	958, 000	1,000,000	1,321,032	138%	132%
Transfers recognised – operational	59,205,244	57,877,971	57,877,971	55,401,971	96%	96%
Other own revenue	4 624 826	6,350,000	17,320 000	7,130,936	1052%	41%
Interest earned – Outstanding Receivables	0	10,000	10,000	1,650,598	16506%	16506%
Total revenue (excluding capital transfers and contributions)	70,209,354	65,618,971	76,827,971	73,267,800	109%	110.6%
Employees costs	20 835 748	30,273,600	27,828,657	27 472 537	91%	99%
Remuneration of councillors	6 850 000	9,658,573	9,658,573	8 597 620	89%	89%
Depreciation & asset impairment	6,615,979	4 200 000	4,200,000	7,143,549	170%	170%
Finance charges	84,797	-	-	-	%	%
Materials and bulk purchases	-	-	-	-	%	%
Transfers and grants	-	-	-	-	%	%
Other expenditure	16,974,577	23,835,640	24,809,041	23,337,703	98%	94%
Total Expenditure	51,361,101	67,967,813	66,496,271	66,551,409	98%	100%
Surplus (deficit)	18,848,253	(2,348,842)	10,331,700	6,716,319	286%	65%
Transfers recognised – capital	20 673 512	36,707,029	38,898,931	26,283,029	72%	68%
Contributions recognised – capital & contributed assets	-	-	-	-	%	%
Surplus (deficit) after capital transfers & contributions	-	-	-	-	%	%
Share of surplus (deficit) of associates	-	-	-	-	%	%
Surplus (deficit) for the year						
Capital expenditure & funds sources						
Capital expenditure					-	-
Transfers recognised – capital	-22,933,950	-41 770 000	-39 294 000	-12,528,841	-	-
Public contributions & donations	-	-	-	-	-	-
Borrowing	-	-	-	-	-	-
Internally generated funds	-	-	-	-	-	-
Total source of capital funds	-	-	-	-	-	-
Financial position						
Total current assets	-30,919,025	-	-	-40,287,231	-	-
Total non- current assets	-73,893,940	-	-	-93,990,013	-	-
Total current liabilities	-16,920,915	-	-	-21,955,298	-	-
Total non-current liabilities	-	-	-	-	-	-
Community wealth/equity	-87,892,050	-	-	-112,321,946	-	-
Cash flows						
Net cash from (used) operating	-34,735,992	-	-	-39,893,660	-	-
Net cash from (used) investing	-(27,807,525)	-	-	-(32,577,164)	-	-
Net cash from (used) financing	-(297,530)	-	-	-(121,684)	-	-
Cash/cash equivalents at the year end	-14,690,429	-	-	-21,885,241	-	-
Cash backing/surplus reconciliation						
Cash and investments available	-	-	-	-	-	-
Application of cash and investments	-	-	-	-	-	-
Balance – surplus (shortfall)	-	-	-	-	-	-
Asset management						
Asset register summary (WDV)	-	-	-	-	-	-
Depreciation & asset impairment	-6,615,979	-4,200,000	-	-7,143,549	-	-
Renewal of existing assets	-	-	-	-	-	-
Repairs and maintenance	-1,604,869	-917,703	-	-500,906	-	-
Free services						
Cost of free basic services provided	-2,987,276	-	-	-3,278,586	-	-
Revenue cost of free services provided	-	-	-	-	-	-

Chapter 5

Households below minimum service level						
Water	-	-	-	-	-	-
Sanitation/sewerage	-	-	-	-	-	-
Energy	-	-	-	-	-	-
Refuse	-	-	-	-	-	-
Variances are calculated by dividing the difference between actual & original /adjustments budget by the actual. Table is aligned to MBRR table 1						

The municipality do not provide services such as water, sanitation and housing.

Financial performance of operational services						
						R `000
Description	2009/10	2010/11		2011/12 variance		
	Actual	Original budget	Adjustment budget	Actual	Original budget	Adjustment budget
Operating cost						
Water						
Waste water (sanitation)						
Electricity						
Waste management						
Housing						
Component A: sub-total						
Waste water (storm water drainage)						
Roads						
Transport						
Component B: sub-total						
Planning						
Local Economic Development						
Component B: sub-total						
Planning (strategic & regulatory)						
LED						
Component C: Sub-total						
Community & social services						
Environmental protection						
Health						
Security & safety						
Sport & recreation						
Corporate policy offices & other						
Component D: sub-total						
Total expenditure						
In this table operational income (but not levies or tariffs) is offset against operational expenditure leaving a net operational expenditure total for each service as shown in the individual net service expenditure tables in chapter 3. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.						

T5.1.2

COMMENT ON FINANCIAL PERFORMANCE:

The municipality do not provide services such as water, sanitation and housing

T5.1.3

Chapter 5

5.2 GRANTS

Grant Performance						
Description	2009/10	2010/11		2011/12 variance		
	Actual	Budget	Adjustments budget	Actual	Original budget %	Adjustments budget %
Operating transfers and grants						
National Government:						
Equitable share	43 526	55 215	55 215	55 215	66 770	66 770
Municipal systems improvement	176	735	750	520	790	790
Financial Management	1000	1000	1000	1244	1250	1250
Levy Replacement						
Other transfers/grants (MIG)	7 832	13 608	25 143	22 933	22 137	22 137
Provincial Government						
Health subsidy	0	0	0	0	0	0
Housing						
Ambulance subsidy						
Sports & recreation						
Other transfers/grants (insert description)						
District municipality (CDM GRANTS)	237	237			4 627	4 627
Other grant providers: (Insert description)						
Total operating transfers & grants						
Variances are calculated by dividing the difference between actual and original/adjustments budget by actual						
T5.2.1						

COMMENT ON OPERATING TRANSFERS AND GRANTS:

The Municipality received the following types of grants from the National Sphere – MIG, FMG, MSIG and the following grant was received from Capricorn District Municipality – CDM grant FBW and O & M: Water

T5.2.2

Chapter 5

Grants received from sources other than division of revenue Act (DORA)						
Details of donor	Actual grant 10/11	Actual grant 11/12	11/12 municipal contribution	Date grant terminates	Date municipal contribution terminates	Nature and benefit from the grant received, include description of any contributions in kind
Parastatals						
A-"Project 1"						
A-"Project 2"						
B-"Project 1"						
B-"Project 2"						
Foreign Governments/Development Aid Agendas						
A-"Project 1"						
A-"Project 2"						
B-"Project 1"						
B-"Project 2"						
Private Sector/Organisations						
A-"Project 1"						
A-"Project 2"						
B-"Project 1"						
B-"Project 2"						
Provide a comprehensive response to this schedule						T5.2.3

Insert table note advising municipalities to indicate high value projects & total the remaining projects

COMMENT ON CONDITIONAL GRANTS AND GRANT RECEIVED FROM OTHER SOURCES:

The Municipality did not receive any grant from private sector, foreign government and Parastatals.

T5.2.4

Chapter 5

5.3 ASSET MANAGEMENT

INTRODUCTION TO ASSET MANAGEMENT

The Municipality's asset management function is centralised in the Budget and Treasury department and The key staffs involved on asset management are accountant assets, Senior Accountant Expenditure, Manager: Budget & Treasury, Chief Finance Officer and three Interns. The responsibility of Accountant assets, Interns are to conduct stock count, prepare assets reconciliations and other general asset management activities and the responsibilities of Senior Accountant and the Chief Financial Officer are to review and approve reports prepared by the accountant and interns relating to asset management

T5.3.1

TREATMENT OF THE THREE LARGEST ASSETS				
Assets 1				
Name				
Description	Land and Building			
Asset Type	Land and Building			
Key staff involved	The key staffs involved on asset management are accountant assets, Senior Accountant Expenditure, Manager: Budget & Treasury, Chief Finance Officer and three Interns.			
Staff responsibilities	The responsibility of Accountant assets, Interns are to conduct stock count, prepare assets reconciliations and other general asset management activities and the responsibilities of Senior Accountant and Manager: Budget & Treasury, the Chief Financial Officer are to review and approve reports prepared by the accountant and interns relating to asset management			
Asset Value	2008/09	2009/10	2010/11	2011/12
	12,387,632	13,468,745	10,247,563	8,231,311
Capital implications				
Future purpose of asset				
Describe key issues	Assets for financial year 08/09 & 09/10 were not unbundled, and Land was not part of the assets.			
Policies in place to manage asset	Asset Management Policy			

Assets 1				
Name				
Description	Infrastructure(Roads and Bridges, Electricity, Storm Water)			
Asset Type	Infrastructure(Roads and Bridges, Electricity, Storm Water)			
Key staff involved	The key staffs involved on asset management are accountant assets, Senior Accountant Expenditure, Manager: Budget & Treasury, Chief Finance Officer and three Interns.			
Staff responsibilities	The responsibility of Accountant assets, Interns are to conduct stock count, prepare assets reconciliations and other general asset management activities and the responsibilities of Senior Accountant and Manager: Budget & Treasury, the Chief Financial Officer are to review and approve reports prepared by the accountant and interns relating to asset management			
Asset Value	2008/09	2009/10	2010/11	2011/12
	24,965,303	32,383,982	52,862,776	60,111,327
Capital implications				
Future purpose of asset				
Describe key issues	Assets for financial year 08/09 & 09/10 were not unbundled, and Land was not part of the assets.			
Policies in place to manage asset	Asset Management Policy			

Asset 3

Chapter 5

Name				
Description	Community and Heritage Assets			
Asset Type	Community and Heritage Assets			
Key staff involved	The key staffs involved on asset management are accountant assets, Senior Accountant Expenditure, Manager: Budget & Treasury, Chief Finance Officer and three Interns.			
Staff responsibilities	The responsibility of Accountant assets, Interns are to conduct stock count, prepare assets reconciliations and other general asset management activities and the responsibilities of Senior Accountant and Manager: Budget & Treasury, the Chief Financial Officer are to review and approve reports prepared by the accountant and interns relating to asset management			
Asset Value	2008/09	2009/10	2010/11	2011/12
	760,754	760,754	12,370,974	16,827,597
Capital implications				
Future purpose of asset				
Describe key issues	Assets for financial year 08/09 & 09/10 were not unbundled, and Land was not part of the assets.			
Policies in place to manage asset	Asset Management Policy			
T5.3.2				

COMMENT ON ASSET MANAGEMENT:

The Municipality had as per GRAP standards componentise or unbundled its assets in the year 2010 and 2011 financial year hence the previous financial years do not indicate componentised or unbundled assets.

T5.3.3

Repair and maintenance expenditure 2011/12				
				R`000
	Original budget	Adjustment budget	Actual	Budget variance
Repairs and maintenance expenditure	917	917	500	416
T5.3.4				

COMMENT ON REPAIR AND MAINTENANCE EXPENDITURE:

The Municipality spend money on repairs to municipal buildings, roads and other equipments. The variance was caused by commitments at year end.

T5.3.4.1

5.4 FINANCIAL RATIOS BASED ON KEY PERFORMANCE INDICATORS

COMMENT ON FINANCIAL RATIOS:

In terms of Credit System Efficiency, our Creditors were paid within 30 days and our employee cost ratio to revenue indicates a ratio of 36%.

Chapter 5

COMMENT ON FINANCIAL RATIOS:

In terms of Credit System Efficiency, our Creditors were paid within 30 days and our employee cost ratio to revenue indicates a ratio of 36%.

T5.4.9

5.5 CAPITAL EXPENDITURE

COMPONENT B: SPENDING AGAINST CAPITAL BUDGET

INTRODUCTION TO SPENDING AGAINST CAPITAL BUDGET

The total capital budget for 2011/12 was R22, 137, 064, the expenditure by June 2012 was at R12, 528,841. Capital expenditure is funded from grants, and operating expenditures and surpluses.

T5.5.0

Chapter 5

5.6 SOURCES OF FINANCE

Capital Expenditure – funding sources 2010/11 -2011/12						
R'000						
Details	2010/11	2011/12				
	Actual	Original Budget (OB)	Adjustment Budget	Actual	Adjustment to OB Variance (%)	Actual to OB Variance (%)
Source of finance						
External Loans						
Public contributions and donations						
Grants and subsidies	25,158,755	94,734,000	94,734,000	81,685,597		86%
Other	4,624,825	3,200,000	3,200,000	6,162,378		192.57%
Total						
Percentage of finance						
External Loans						
Public contributions and donations						
Grants and subsidies		100%	100%	86%		86%
Other		100%	100%	192.57%		192.57%
Capital Expenditure						
Water and Sanitation	0	0	0	0	0	0
Electricity		450,000		294,487		
Housing	0	0	0	0	0	0
Roads and storm water	22,933,950	22,137,064	22,137,064	12,528,841		
Other		43,781,039	43,781,039	65,643,735		
Total						
Percentage of expenditure						
Water and Sanitation						
Electricity						
Housing						
Roads and storm water						
Other						

T5.6.1

COMMENT ON SOURCES OF FUNDING:

The municipality is mainly depended on Grants and during the financial year 2011/12, 82% of funding is sourced from Government grants.

T5.6.1.1

Chapter 5

5.7 CAPITAL SPENDING ON 5 LARGEST PROJECTS

Capital expenditure of 5 largest projects*					
					R`000
Name of project	Current year			Variance current year	
	Original budget	Adjustment budget	Actual expenditure	Original variance (%)	Adjustment variance (%)
A-	R20 300	R20 300	R20 300	43%	43%
B-	R4 700	R4 700	R4 700	0	0
C-	R2 600	R2 600	R2 600	0	0
D-	R2 600	R2 600	R2 600	0	0
E-	R1 200	R1 200	R1 200	0	0
*Projects with the highest capital expenditure in 11/12					
Name of project – A	Tarring of 4,5km road from Mohlonong to Diana clinic phase1				
Objective of project	Improve quality of roads and improve mobility				
Delays					
Future challenges	Inadequate				
Anticipated citizen benefits	Trafficable roads				
Name of project – B	Construction of wholesale warehouse				
Objective of project	Facilitate local economic development				
Delays	Operationalization of wholesale warehouse				
Future challenges	Inadequate funding				
Anticipated citizen benefits	Promote local businesses				
Name of project – C	Construction of 3 pre-schools				
Objective of project	Promote early child development				
Delays	None				
Future challenges	None				
Anticipated citizen benefits	Access to child care facilities				
Name of project – D	Electrification of 280 households				
Objective of project	Promote access to energy				
Delays	None				
Future challenges	None				
Anticipated citizen benefits	Access to energy				
Name of project – E	Refurbishment of Seema hall				
Objective of project	Promote access to community facilitate				
Delays	None				
Future challenges	None				
Anticipated citizen benefits	Access to community facility				
					T5.7.1

Chapter 5

COMMENT ON CAPITAL PROJECTS:

Generally all capital projects were implemented without challenges except for tarring of Mophonong tar road phase. These lessons will be used to improve on implementation capital projects going forward. These include amongst others implementation of forward planning in order to avoid roll overs.

T5.7.1.1

5.8 BASIC SERVICE AND INFRASTRUCTURE BACKLOGS – OVERVIEW

INTRODUCTION TO BASIC SERVICE AND INFRASTRUCTURE BACKLOGS

The Municipality has been able to make advances in provision of basic services to Communities especially with electricity and tarring of roads. There are still challenges with regard to provision of water, sanitation, housing etc.

Service Backlogs as at 30 June 2012				
	*service level above minimum standard		**service level below minimum standard	
	No. HHs	%HHs	No. HHs	%HHs
Water	20100	60,5 %	13 114	39,5
Sanitation	7856	23,7 %	25 358	76,3
Electricity	31 278	94,2	1936	5,8
Waste management	0	0 %	33214	100%
Housing	31 648	95,3	1556	4,8%

% HHs are the service above/below minimum standard as a proportion of total HHs. 'housing' refers to *formal and ** informal settlements

Municipal Infrastructure Grant (MIG) *Expenditure 2011/12 on service backlogs						
Details	Budget	Adjustments Budget	Actual	Variance		Major applied by donor (continue below if necessary)
				budget	Adjustments budget	
Infrastructure –Road transport						
Roads, pavements & bridges	R 21,3 M	R21,3	R21,3	45%	45%	
Storm water				%	%	
Infrastructure –Electricity	N/A			%	%	
Generation				%	%	
Transmission & Reticulation				%	%	
Street lighting				%	%	
Infrastructure – Sanitation	N/A			%	%	

Chapter 5

Reticulation				%	%	
Sewerage purification				%	%	
Infrastructure – other	N/A			%	%	
Waste management				%	%	
Transportation				%	%	
Gas				%	%	
Other Specify				%	%	
Total				%	%	
T5.8.3						

COMMENT ON BACKLOGS:

The majority of MIG funding is used towards eradication of backlog on tarring of roads.

T5.8.4

COMPONENT C: CASH FLOW MANAGEMENT AND INVESTMENTS

INTRODUCTION TO CASH FLOW MANAGEMENT AND INVESTMENTS

Cash Flow management is very important to the municipality as it allows the municipality to plan in advance and to ensure that money is available when needed. For example, we are able to pay suppliers when needed within 30 days and avoid penalties and interest.

T5.9.0

5.9. CASH FLOW

Cash Flow Outcomes					R
	2010/11	Current Year 2011/12			
	Audited Outcome	Original Budget	Adjusted Budget	Actual	
Cash Flow From Operating Activities					
Receipts					
Sale of Goods & Services	4,958,302				15,261,076
Government Grants – operating& Capital	82,139,194				81,000,597
Interest	1,099,995				2,971,629
Other Receipts	4,945,813				318,123
Payments					
Suppliers and employees	(27,481,599)				(60,317,601)
Other Payments	(20,256,237)				0

Chapter 5

Transfers and grants				
Net Cash From (Used) operating activities	34,735,992	-	-	39,233,824
Cash flows from investing activities				
Receipts				
Proceeds on disposal of PPE				
Decrease (increase) in non-current debtors				
Decrease (increase) other non-current receivables				
Decrease (increase) in non-current investments				
Payments				
Capital Assets	(27,807,525)			(33,784,109)
Net Cash From (Used) investing activities	(27,807,525)	-	-	(33,784,109)
Cash flows from financing activities				
Receipts				
Short term loans				
Borrowing long term/ refinancing				
Increase (decrease) in consumer deposits				
Payments				
Repayment of Finance Lease Liability	(297,530)			(121,684)
Net Cash From (Used) financing activities	(297,530)	-	-	(121,684)
Net Increase/(Decrease) in cash				
Cash/cash equivalents at the year begin	6,630,937			5,328,031
Cash/cash equivalents at the year end	8,059,491			14,690,429
Source: MBRR SA7				
	14,690,429			20,018,460
T5.9.1				

COMMENT ON CASH FLOW OUTCOMES:

Our cash flow outcomes indicate a positive flow of income and as at 30 June 2012, the municipality had R 20,018,460 as cash and cash equivalents.

T5.9.1.1

5.10 BORROWING AND INVESTMENTS

INTRODUCTION TO BORROWING AND INVESTMENTS

The municipality do not have borrowings.

The municipality only has investments that are used to earn more interest. Once we receive money like the equitable share and MIG grants, the municipality usually transfers the money into investments accounts as especially that the money comes in a big volume and at the time; usually don't need the whole money immediately. This assists the municipality to earn more interest. We only do the deposit in banks for our investment.

T5.10.1

Chapter 5

Actual Borrowings 2009/10 – 2011/12			
			R`000
Instrument	2009/10	2010/11	2011/12
Municipality	N/A	N/A	N/A
Long –term loans (annuity/reducing balance)	N/A	N/A	N/A
Long-term loans (non-annuity)	N/A	N/A	N/A
Local registered stock	N/A	N/A	N/A
Installment Credit	N/A	N/A	N/A
Financial leases	N/A	N/A	N/A
PPP liabilities	N/A	N/A	N/A
Finance Granted by Cap Equipment Supplier	N/A	N/A	N/A
Marketable Bonds	N/A	N/A	N/A
Non-marketable bonds	N/A	N/A	N/A
Bankers acceptances	N/A	N/A	N/A
Financial derivatives	N/A	N/A	N/A
Other securities	N/A	N/A	N/A
Municipality Total	N/A	N/A	N/A
	N/A	N/A	N/A
Municipal Entities	N/A	N/A	N/A
Long –term loans (annuity/reducing balance)	N/A	N/A	N/A
Long-term loans (non-annuity)	N/A	N/A	N/A
Local registered stock	N/A	N/A	N/A
Installment Credit	N/A	N/A	N/A
Financial leases	N/A	N/A	N/A
PPP liabilities	N/A	N/A	N/A
Finance Granted by Cap Equipment Supplier	N/A	N/A	N/A
Marketable Bonds	N/A	N/A	N/A
Non-marketable bonds	N/A	N/A	N/A
Bankers acceptances	N/A	N/A	N/A
Financial derivatives	N/A	N/A	N/A
Other securities	N/A	N/A	N/A
Entities Total			
T5.10.2			

Chapter 5

Municipal and Entity investments			
			R`000
Investment type	2009/10	2010/11	2011/12
	Actual	Actual	Actual
Municipality			
Securities – National Government	N/A	N/A	N/A
Listed Corporate Bonds	N/A	N/A	N/A
Deposits –bank	5,404	16,108	17,505
Deposits public investment commissioners	N/A	N/A	N/A
Deposits- corporation for public deposits	N/A	N/A	N/A
Bankers acceptance certificates	N/A	N/A	N/A
Negotiable certificates of deposit –banks	N/A	N/A	N/A
Guaranteed endowment policies (sinking)	N/A	N/A	N/A
Repurchase agreements – banks	N/A	N/A	N/A
Municipal bonds	N/A	N/A	N/A
Other	N/A	N/A	N/A
Municipality sub-total	N/A	N/A	N/A
	N/A	N/A	N/A
Municipal Entities	N/A	N/A	N/A
Securities – National Government	N/A	N/A	N/A
Listed Corporate Bonds	N/A	N/A	N/A
Deposits –bank	N/A	N/A	N/A
Deposits public investment commissioners	N/A	N/A	N/A
Deposits- corporation for public deposits	N/A	N/A	N/A
Bankers acceptance certificates	N/A	N/A	N/A
Negotiable certificates of deposit –banks	N/A	N/A	N/A
Guaranteed endowment policies (sinking)	N/A	N/A	N/A
Repurchase agreements – banks	N/A	N/A	N/A
Municipal bonds	N/A	N/A	N/A
Other	N/A	N/A	N/A
Entities sub-total	N/A	N/A	N/A
Consolidated total:			
			T5.10.4

COMMENT ON BORROWING AND INVESTMENTS:

The municipality does not have borrowings.

T5.10.5

Chapter 5

5.11 PUBLIC PRIVATE PARTNERSHIPS

PUBLIC PRIVATE PARTNERSHIPS

The Municipality does not have any project which it has entered with private companies; therefore it does not have any public private partnership on any of its projects.

T5.11.1

COMPONENT D: OTHER FINANCIAL MATTERS

5.12 SUPPLY CHAIN MANAGEMENT

SUPPLY CHAIN MANAGEMENT

Supply Chain Policy has been developed and implemented in compliance with the SCM Regulations 2005.

Currently no Councillor is a member of any Bid Committee. Currently one official out of five is still attending Municipal Finance Management Programme as required by MFMA competency Regulations Guidelines, the remaining officials will be enrolled in the financial year 2013/14.

T5.12.1

5.13 GRAP COMPLIANCE

GRAP COMPLIANCE

The municipality is fully complying with all GRAP standards that are relevant to our environment.

T5.13.

Chapter 6

CHAPTER 6 – AUDITOR GENERAL AUDIT FINDINGS

INTRODUCTION

The Municipality have submitted the Annual financial statements 2 months after the end of the financial year to Auditor General. The Auditor give an opinion on the state of financial affairs.

The Constitution S188 (1) (b) states that the functions of the Auditor-General includes the auditing and reporting on the accounts, financial statements and financial management of all municipalities. MSA S45 states that the results of performance measurement must be audited annually by the Auditor-General.

T6.0.1

COMPONENT A: AUDITOR-GENERAL OPINION OF FINANCIAL STATEMENTS 2011/12

6.1 AUDITORGENERAL REPORTS 2011/12

Auditor-General Report on Financial Performance 2010/11	
Audit Report status*:	Adverse Audit Opinion
Non-Compliance Issues	Remedial Action Taken
1. Non-compliance with section 72(1)(a)(ii) of the MFMA and 46 of the Municipal Systems Act with regard to performance information	Performance report will be prepared in future in accordance with the mentioned regulations.
2. Non Compliance with section 15 of the MFMA with regard to overspending against the budget	Spending against budget will be monitored on a regular basis
3. Non-compliance with section 122 of the MFMA with regard to Preparation of Annual Financial Statements	Annual financial Statements will be reviewed before being submitted to stakeholders
4. Non-compliance with section 64(2)(e and g) with regard to revenue and debtors management	Going forward the municipality will charge interests on overdue accounts as required.
T6.1.1	

Auditor-General Report on Service Delivery Performance 2010/11	
Audit Report status*:	
Non-Compliance Issues	Remedial Action Taken

Chapter 6

	T6.1.2

COMPONENT B: AUDITOR-GENERAL OPINION 2011/12

6.2 AUDITOR GENERAL REPORT 2011/12

Auditor-General Report on Financial Performance 2011/12	
Audit Report status*:	Disclaimer Audit Opinion
Non-Compliance Issues	Remedial Action Taken
1. The annual performance report for the year under review does not include measures taken to improve performance, as required by section 46 (1)(c) of the Municipal Systems Act (MSA)	The municipality had to ensure that effective measures are taken to improve performance in all KPAs.
2. The performance audit committee did not meet at least twice during the financial year, as required by Municipal Planning and Performance Management Regulation 14(3) (a)	The outgoing audit committee was not functional and disbanded. A new audit committee was appointed.
3. The accounting officer did not take effective steps to prevent irregular, fruitless and wasteful expenditure, as required by section 62(1)(d) of the MFMA.	Municipality had to ensure that payments are made on time to avoid penalties and interest charges
4. An adequate management accounting and information system was not in place which recognised revenue when it was earned, accounted for debtors and accounted for receipts of revenue, as required by section 64(2)(e) of the MFMA.	Perform monthly reconciliations on revenue received and outstanding debtors
5. An adequate management accounting and information system which accounts for assets was not in place, as required by section 63(2)(a) of the MFMA	Perform monthly reconciliations on assets and strengthen stock count.
	T6.2.1

Auditor-General Report on Service Delivery Performance 2010/11	
Audit Report status*:	
Non-Compliance Issues	Remedial Action Taken
	T6.1.2

Chapter 6

AUDITOR GENERAL REPORT ON THE FINANCIAL STATEMENTS 2008/09

Audit report and financial statements for 2011/12 are attached.

T6.2.3

COMMENTS ON AUDITOR-GENERAL'S OPINION 2011/12:

The municipality regrets the undesirable audit opinion obtained however it is on course to meet the 2014 clean audit deadline.

T6.2.4

As required by Section 71 of the MFMA, all reports were submitted to all relevant stakeholders on a monthly basis and on time.

Signed (Chief financial Officer)..... Dated

T6.2.5

GLOSSARY

GLOSSARY

Accessibility indicators	Explore whether the intended beneficiaries are able to access services or outputs.
Accountability documents	Documents used by executive authorities to give " <i>full and regular</i> " reports on the matters under their control to Parliament and provincial legislatures as prescribed by the Constitution. This includes plans, budgets, in-year and Annual Reports.
Activities	The processes or actions that use a range of inputs to produce the desired outputs and ultimately outcomes. In essence, activities describe " <i>what we do</i> ".
Adequacy indicators	The quantity of input or output relative to the need or demand.
Annual Report	A report to be prepared and submitted annually based on the regulations set out in Section 121 of the Municipal Finance Management Act. Such a report must include annual financial statements as submitted to and approved by the Auditor-General.
Approved Budget	The annual financial statements of a municipality as audited by the Auditor General and approved by council or a provincial or national executive.
Baseline	Current level of performance that a municipality aims to improve when setting performance targets. The baseline relates to the level of performance recorded in a year prior to the planning period.
Basic municipal service	A municipal service that is necessary to ensure an acceptable and reasonable quality of life to citizens within that particular area. If not provided it may endanger the public health and safety or the environment.
Budget year	The financial year for which an annual budget is to be approved – means a year ending on 30 June.

GLOSSARY

Cost indicators	The overall cost or expenditure of producing a specified quantity of outputs.
Distribution indicators	The distribution of capacity to deliver services.
Financial Statements	Includes at least a statement of financial position, statement of financial performance, cash-flow statement, notes to these statements and any other statements that may be prescribed.
General Key performance indicators	After consultation with MECs for local government, the Minister may prescribe general key performance indicators that are appropriate and applicable to local government generally.
Impact	The results of achieving specific outcomes, such as reducing poverty and creating jobs.
Inputs	All the resources that contribute to the production and delivery of outputs. Inputs are "what we use to do the work". They include finances, personnel, equipment and buildings.
Integrated Development Plan (IDP)	Set out municipal goals and development plans.
National Key performance areas	<ul style="list-style-type: none"> • Service delivery & infrastructure • Economic development • Municipal transformation and institutional development • Financial viability and management • Good governance and community participation
Outcomes	The medium-term results for specific beneficiaries that are the consequence of achieving specific outputs. Outcomes should relate clearly to an institution's strategic goals and objectives set out in its plans. Outcomes are "what we wish to achieve".
Outputs	The final products, or goods and services produced for delivery. Outputs may be defined as "what we produce or deliver". An output is a concrete achievement (i.e. a product such as a passport, an action such as a presentation or immunization, or a service such as processing an application) that contributes to the achievement of a Key Result Area.

GLOSSARY

Performance Indicator	Indicators should be specified to measure performance in relation to input, activities, outputs, outcomes and impacts. An indicator is a type of information used to gauge the extent to which an output has been achieved (policy developed, presentation delivered, service rendered)
Performance Information	Generic term for non-financial information about municipal services and activities. Can also be used interchangeably with performance measure.
Performance Standards:	The minimum acceptable level of performance or the level of performance that is generally accepted. Standards are informed by legislative requirements and service-level agreements. Performance standards are mutually agreed criteria to describe how well work must be done in terms of quantity and/or quality and timeliness, to clarify the outputs and related activities of a job by describing what the required result should be. In this EPMDS performance standards are divided into indicators and the time factor.
Performance Targets:	The level of performance that municipalities and its employees strive to achieve. Performance Targets relate to current baselines and express a specific level of performance that a municipality aims to achieve within a given time period.
Service Delivery Budget Implementation Plan	Detailed plan approved by the mayor for implementing the municipality's delivery of services; including projections of the revenue collected and operational and capital expenditure by vote for each month. Service delivery targets and performance indicators must also be included.
Vote:	<p>One of the main segments into which a budget of a municipality is divided for appropriation of money for the different departments or functional areas of the municipality. The Vote specifies the total amount that is appropriated for the purpose of a specific department or functional area.</p> <p>Section 1 of the MFMA defines a "vote" as:</p> <p><i>a) one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality; and</i></p> <p><i>b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned</i></p>

APPENDICES

APPENDICES

APPENDIX A—COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

Councillors, Committees Allocated and Council Attendance					
Council Members	Full Time/Part Time	Committee Allocated	*Ward and/ or Party Represented	Percentage Council Meetings Attendance	Percentage apologies for non-attendance
	FT/PT			%	%
Note:* Councillors' appointed on a proportional basis do not have wards allocated to them					

CONCERNING TA

A spreadsheet exists to compile attendance data

See the information in chapter 3

TA.1

APPENDICES

APPENDIX C—THIRD TIER ADMINISTRATIVE STRUCTURE

Third Tier Structure	
Director	Director/Manager (State title and name)
Use as a spill-over schedule if top 3 tiers cannot be accommodate in Chapter 2 (T2.2.2)	
TC	

Refer to the information in chapter 3 about service delivery performance.

APPENDICES

APPENDIX D—FUNCTIONS OF MUNICIPALITY / ENTITY

Municipal/Entity Functions		
Municipal Functions	Function applicable to Municipality (Yes/No)*	Function applicable to Entity (yes/no)
Constitution schedule 4, Part B functions		
Air Pollution		
Building Regulations		
Child Care facilities		
Electricity and gas reticulation		
Fire fighting services		
Local tourism		
Municipal airports		
Municipal planning		
Municipal Health Services		
Municipal Public Transport		
Municipal Public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this constitution or any other		
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters related		
Storm water management systems in built up areas		
Trading regulations		
Water and sanitation services limited to potable water supply systems and domestic waste water and sewage disposal systems		
<i>Continued next page</i>		

Refer to the information in chapter 3: Component A of basic services such as water provision, electricity, housing, roads and free basic services and indigent support.

APPENDICES

Municipal/Entity Functions		
Municipal Functions	Function Applicable to Municipality (Yes/No)*	Function Applicable to entity (Yes/No)
Constitution schedule 5, Part B Functions:		
Beaches and amusement facilities		
Billboards and the display of advertisements in public places		
Cemeteries, funeral parlours and crematoria		
Cleansing		
Control of public nuisance		
Control of undertakings that sell liquor to the public		
Facilities for the accommodation, care and burial of animals		
Fencing and fences		
Licensing of dogs		
Licensing and control of undertakings that sell food to the public		
Local amenities		
Local sport facilities		
Markets		
Municipal abattoirs		
Municipal parks and recreation		
Municipal roads		
Noise pollution		
Pounds		
Public places		
Refuse removal, refuse dumps and solid waste disposal		
Street trading		
Street lighting		
Traffic and parking		
*if municipality: indicate (yes or No); * if entity: provide name of entity		TD

Refer to the information in chapter 3: Component G about Safety and Security: Establishment of Municipality Law enforcement section in 2010.

APPENDIX E – WARD REPORTING

Refer to the information in chapter 3: Component I about Corporate Policy offices and other services including the structure of leadership and council.

APPENDICES

APPENDIX F—WARD INFORMATION

Ward Title: Ward Name (Number)

Capital Projects: Seven Largest in 2011/12 (Full List at Appendix N)				
No.	Project Name & Detail	Start Date	End Date	Total Value R`000
				TF.1

Change Annexure X to Annexure N on the table heading

Basic Service Provision					
Detail	Water	Sanitation	Electricity	Refuse	Housing
Households with minimum service delivery					
Households without minimum service delivery					
Total Households*					
Houses completed in year					
Shortfall in housing units					
*including informal settlements					TF.2

Top four service delivery priorities for ward (highest priority first)		
No.	Priority Name and Detail	Progress During 2011/12
		TF.3

ELECTED WARD MEMBERS (STATING NUMBER OF MEETING ATTENDED – MAXIMUM 12 MEETINGS)

Names: xxx (8); xxx (7)...

Refer to the information in chapter 3: Component I about Corporate Policy offices and other services including the structure of leadership and council.

TF.3

[illegible]

Refer to the attachment of Aganang Audit Committee Overall Resolutions for FY 2011/2012.

APPENDIX H—LONG TERM CONTRACTS AND PUBLIC PRIVATE PARTNERSHIPS

Refer to the information attached Audited Financial Statements 2011/12

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APPENDICES

APPENDIX J—DISCLOSURES OF FINANCIAL INTERESTS

Disclosures of Financial Interests		
Period 1 July 2011 to 30 June 2012		
Position	Name	Description of financial interest* (Nil/or details)
(Executive) Mayor		
Member of Mayco/Exco	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
Councillor	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
Municipal Manager	N/A	N/A
Chief Financial Officer	N/A	N/A
Deputy MM and (Executive) Directors	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
Other S57 Officials	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A

*Financial interests to be disclosed even if they incurred for only part of the year. see MBRR SA34A

TJ

Refer to the information in chapter 4: Component D: Disclosures of financial interests.

APPENDICES

APPENDIX K: REVENUE COLLECTION PERFORMANCE BY VOTE AND BY SOURCE

APPENDIX K (i): REVENUE COLLECTION PERFORMANCE BY VOTE

Revenue collection performance by vote							R'000
Vote Description	2010/11	Current Year 2011/12			2011/12 Variance		
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget	
Example 1-Vote 1	70,209	65,619	76,828	73,268	(7,649)	3,560	
Example 2-Vote 2							
Example 3-Vote 3							
Example 4-Vote 4							
Example 5-Vote 5							
Example 6-Vote 6							
Example 7-Vote 7							
Example 8-Vote 8							
Example 9-Vote 9							
Example 10-Vote 10							
Example 11-Vote 11							
Example 12-Vote 12							
Example 13-Vote 13							
Example 14-Vote 14							
Example 15-Vote 15							
Total Revenue by vote	70,209	65,619	76,828	73,268	(7,649)	3,560	
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A3							TK.1

APPENDICES

APPENDIX K (ii): REVENUE COLLECTION PERFORMANCE BY SOURCE

Revenue Collection Performance by Source						
Description	2010/11	2011/12		2011/12		
	Actual	Original Budget	Adjustment Budget	Actual	Original Budget	Adjustment Budget
Property Rates	4,958,302	3,000	200,000	7,445,140	(7,442,140)	(7,245,140)
Property Rates – penalties & collection charges						
Service charges – electricity revenue						
Service Charges – water revenue						
Service Charges – sanitation revenue						
Service Charges – refuse revenue						
Service Charges – other						
Rentals of facilities and equipment	320,987	420,000	420,000	318,123	101,877	101,877
Interest earned – outstanding debtors	0	10,000	10,000	1,650,598	1,640,598	1,640,598
Interest Earned- External Investments	1,099,995	958,000	1,000,000	1,321,032	363,032	321,032
Dividends received						
Fines						
Licence and permits						
Agency services	59,205,244	57,877,971	57,877,971	55,401,971	2,476,000	2,476,000
Transfers recognised – operational	4,624,826	6,350,000	5,150,000	7,130,936	(780,936)	(1,980,936)
Other revenue						
Gains on disposal of PPE						
Environmental Protection						
Total Revenue (excluding capital transfers and contributions)	70,209,354	65,618,971	76,827,971	73,267,800	(7,648,829)	3,560,171
Variance are calculated by dividing the difference between actual and original/adjustment budget by the actual. This table is aligned to MBRR table A4						
TK.2						

APPENDICES

APPENDIX L: CONDITIONAL GRANTS RECEIVED: EXCLUDING MIG

Conditional Grants: Excluding MIG						R'000
Details	Budget	Adjustment Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjustment Budget	
Neighbourhood development Partnership Grant				%	%	
				%	%	
				%	%	
Public Transport Infrastructure and Systems Grant				%	%	
				%	%	
				%	%	
				%	%	
Other Specify:				%	%	
FMG	1,250	1,250	1,129	90%	90%	
MSIG	790	790	656	83%	83%	
EPWP	536	685	685	100%	100%	
Total				%	%	
*this includes neighbourhood development partnership grant, public transport infrastructure and systems Grant and any other grant excluding municipal infrastructure grant (MIG) which is dealt with in the main report, see T5.8.3. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. TL						

COMMENT ON CONDITIONAL GRANTS EXCLUDING MIG:

From the total grants received by the Municipality, we managed to meet more than 80% of the conditions.

TL.1

APPENDICES

APPENDIX M: CAPITAL EXPENDITURE – NEW & UPGRADE/RENEWAL PROGRAMMES

APPENDIX M (i): CAPITAL EXPENDITURE - NEW ASSETS PROGRAMME

Capital expenditure – New Assets programme*							
Description	2010/11	2011/12		Actual Expenditure	Planned capital expenditure		
	Actual	Original Budget	Adjusted Budget		FY + 1	FY + 2	FY + 3
Capital expenditure by asset class							
Infrastructure – Total	-	-		-	-	-	-
Infrastructure: Road transport – Total		24,361,837	24,011,837	31,290,247			
Roads, pavements & Bridges							
Storm water							
Infrastructure: Electricity – Total							
Generation							
Transmission & Reticulation		800,000	0	0			
Street Lighting							
Infrastructure: Water – Total							
Dams & Reservoirs							
Water Purification							
Reticulation							
Infrastructure: Sanitation – Total							
Reticulation							
Sewerage Purification							
Infrastructure: Other – Total							
Waste Management							
Transportation							
Gas							
Other							
Community – Total		700,000	700,000	0			
Parks & Gardens							
Sportsfields & Stadia							
Swimming pools							
Community halls							
Libraries							
Recreational facilities							
Fire, safety & emergency							
Security and policing							
Buses							
Clinics							
Museums & Art Galleries		0	600,000	0			
Cemeteries							
Social rental housing		2,220,000	2,220,000	0			
Other							

Table continue to the next page

APPENDICES

Capital Expenditure – new assets programme*							
R'000							
Description	2010/11	2011/12			Planned Capital Expenditure		
	Actual	Original budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by asset class							
Heritage assets total	-	-		-	-	-	-
<i>Buildings</i>							
<i>other</i>							
Investment properties – total	-	-		-	-	-	-
<i>Housing development</i>							
<i>Other</i>							
Other assets	-	-		-	-	-	-
General vehicles		550,000	300,000	235,624			
Specialised vehicles		1,337,800	197,800	143,462			
Plant & Equipment				151,552			
Computers – hardware/equipment				147,182			
Furniture & other office equipment		585,000	368,000				
Abattoirs							
Markets							
Civic land and buildings		400,000	0	0			
Other buildings							
Other Land		6,523,350	5,073,350	0			
Surplus Assets – (investment or inventory)		50,000	0	0			
Other							
Agricultural Assets	-	-		-	-	-	-
<i>List sub-class</i>							
Biological assets	-	-		-	-	-	-
<i>List sub-class</i>							
Intangibles	-	-		-	-	-	-
<i>Computers–software & programming</i>							
<i>Other (list sub-class)</i>							
<i>Total capital expenditure on renewal of existing assets</i>	-	-		-	-	-	-
Specialized vehicles							
Refuse							
Fire							
Conservancy ambulances							

*Note: information for this table may be sourced from MBRR (2012: Table SA34a)

TM.1

APPENDICES

Capital Expenditure – upgrade/Renewal programme*							
Description	2010/11	2011/12			Planned Capital Expenditure		
	Actual	Original budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by asset class							
<u>Investment properties</u>	-	-		-	-	-	-
Housing development							
other							
<u>Other assets</u>	-	-		-	-	-	-
General vehicles							
Specialised vehicles							
Plant & Equipment							
Computers – hardware/equipment							
Furniture & other office equipment							
Abattoirs							
Markets							
Civic land and buildings							
Other buildings							
Other Land							
Surplus Assets – (investment or inventory)							
Other							
<u>Agricultural Assets</u>	-	-		-	-	-	-
List sub-class							
<u>Biological assets</u>	-	-		-	-	-	-
List sub-class							
<u>Intangibles</u>	-	-		-	-	-	-
Computers–software & programming							
Other (list sub-class)							
Total capital expenditure on renewal of existing assets	-	-		-	-	-	-
<u>Specialized vehicles</u>							
Refuse							
Fire							
Conservancy ambulances							
*Note: information for this table may be sourced from MBRR (2012: Table SA34b)							TM.2

APPENDICES

APPENDIX N – CAPITAL PROGRAMME BY PROJECT 2008/09

Capital Programme by Project 2011/12					
Capital Project	Original Budget	Adjustment Budget	Actual	Variance (Act-Adj) %	Variance (Act-OB) %
Water					
"Project A"					
"Project B"					
"Project C"					
Sanitation /Sewerage					
"Project A"					
"Project B"					
Electricity					
"Project A"					
"Project B"					
Housing					
"Project A"					
"Project B"					
Refuse Removal					
"Project A"					
"Project B"					
Storm Water					
"Project A"					
"Project B"					
Economic Development					
"Project A"					
"Project B"					
Sports, Arts & Culture					
"Project A"					
"Project B"					
Environment					
"Project A"					
"Project B"					
Health					
"Project A"					
"Project B"					
Safety & Security					
"Project A"					
"Project B"					
ICT and other					
"Project A"					
"Project B"					

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APPENDIX O – CAPITAL PROGRAMME BY PROJECT BY WARD 2011/12

APPENDICES

Capital Programme by project by ward 2011/12			R`000
Capital Project	Ward(s) affected	Works completed (Yes/No)	
Water			
"Project A"			
"Project B"			
Sanitation/sewerage			
Electricity			
Housing	1, 4, 5, 11, 14	Yes	
Refuse Removal			
Storm water			
Economic Development			
Sports, Arts & Culture			
Environment			
Health			
Safety & Security			
ICT and Other			
			TO

APPENDICES

APPENDIX P – SERVICE CONNECTION BACKLOGS AT SCHOOLS AND CLINICS

Service Backlogs: Schools & Clinics				
Establishments lacking basic services	Water	Sanitation	Electricity	Solid Waste Collection
Schools (Names, Locations)				
Clinics (Names, Locations)				

Names and locations of schools and clinics lacking one or more services. Use 'X' to mark lack of service at appropriate level for the number of people attending the school/clinic, allowing for the proper functioning of the establishment concerned.

TP

APPENDICES

APPENDIX Q – SERVICE BACKLOGS EXPERIENCED BY THE COMMUNITY WHERE ANOTHER SPHERE OF GOVERNMENT IS RESPONSIBLE FOR SERVICE PROVISION

Service backlogs experienced by the community where another sphere of Government is the service provider (where the municipality whether or not act on agency basis)		
Services and locations	Scale of backlogs	Impact of backlogs
Clinics		
Housing	1548	
Licensing and testing centre		
Reservoirs		
Schools (primary & High)		
Sports Fields		
		TQ

APPENDICES

APPENDIX R – DECLARATION OF LOANS AND GRANTS MADE BY THE MUNICIPALITY

Declaration of loans and grants made by the municipality 2011/12				
All organisation or person in receipt of loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value 2011/12 R'000	Total amount committed over previous and future years
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
*Loans/Grants – whether in cash or in kind				TR

APPENDICES

APPENDIX S – DECLARATION OF RETURNS NOT MADE IN DUE TIME UNDER MFMA S71

MFMA Section 71 Returns Not Made During 2011/12 according to reporting requirements	
Return	Reason return has not been properly made on due date
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
N/A	N/A
TS	

APPENDICES

APPENDIX T – PRESEDENTIAL OUTCOME FOR LOCAL GOVERNMENT

Presidential Outcome for Local Government		
Outcome/Output	Progress to date	Number or Percentage Achieved
Output: Improving access to basic services	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
Output: Implementation of the Community Work Programme	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
Output: Deepen democracy through a refined Ward Committee model	N/A	N/A
	N/A	N/A
	N/A	N/A
	N/A	N/A
Output: Administrative and financial capability	N/A	N/A
	N/A	N/A
	N/A	N/A
*note: some of the outputs detailed on this table might have been reported for in other chapters, the information thereof should correspond with previously reported information		
		TT

VOLUME II:ANNUAL FINANCIAL STATEMENTS

Refer to the attached Audited Annual Financial Statements to the Annual Report for 2011/12.

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