
KOUGA
local municipality
Good Governance through Service Excellence
ORDINARY COUNCIL MEETING
AGENDA
VOLUME 1
Date : 31 May 2022
Time : 10:00
Venue : Virtual Meeting

KOUGA MUNICIPALITY (EC108)	UMASIPALA I-KOUGA (EC108)	MUNISIPALITEIT KOUGA (OK108)
NOTICE CONVENING A MEETING	**ISAZISO NGENTLANGANISO**	**KENNISGEWING VAN VERGADERING**
NOTICE IS HEREBY GIVEN that in in terms of Section 19 of the Local Government: Municipal Systems Act, 2000 (Act No.32 of 2000) that a virtual Council Meeting will be held on	**ISAZISO** sikhutshiwe ukuba ngokweCandelo-19 uMthetho weeNkqubo zikaMasipala, (uMthetho 32 ka-2000), ukuba kubanjwe intlanganiso ebonakalayo yesigqeba Ye khansile	**KENNIS GESKIED HIERMEE** dat ingevolge Artikel 19 van die Wet op Munisipale Stelsels, 2000 (Wet No.32 of 2000), dat 'n virtuele raadsvergadering gehou sal word op
DATE: 31 May 2022	**UMHLA: 31 EyeCanzibe 2022**	**DATUM: 31 Mei 2022**
TIME: 10:00	**IXESHA: 10:00**	**TYD: 10:00**
B.WILLIAMS **SPEAKER**	**B.WILLIAMS** **USOMLOMO**	**B.WILLIAMS** **SPEAKER**

Councillors are required to comply with the Standing Rules and Orders of Council and all its Committees By-law as promulgated in the Provincial Gazette on 22 October 2018 No.4134 and applicable to this meeting of Council. Any person who willfully contravenes any provision of these rules shall be guilty of an offence and which contravention shall be dealt with in accordance with the disciplinary procedures for Councillors.

A G E N D A

1. **NOTICE OF MEETING**
2. **OPENING AND WELCOME**
3. **ABSENT WITH LEAVE**
4. **ABSENT WITHOUT LEAVE**
5. **PRESENTATIONS**
6. **ACKNOWLEDGEMENTS, CONDOLENCES & CONGRATULATIONS**
7. **STATEMENTS OR COMMUNICATIONS BY THE SPEAKER**
8. **STATEMENTS OR COMMUNICATIONS BY THE EXECUTIVE MAYOR**

9. **REPORT BACK: SARAH BAARTMAN DISTRICT MUNICIPALITY REPRESENTATIVE**

None

10. **REPORT BACK: INTERGOVERNMENTAL RELATIONS FORUM (IGR)**

22/05/IGR1 Minutes of the Mayoral Inter-Governmental Relations Meeting

Pages: 7 - 29

11. **REPORT BACK: MUNIMEC**

None

12. **DISCLOSURE OF INTEREST**

13. **STATUTORY MATTERS**

14. **MINUTES OF PREVIOUS MAYORAL COMMITTEE MEETING FOR INFORMATION**

None

15. **CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING**

15.1 Minutes of the Ordinary Council Meeting held on 29 April 2022

Pages: 31 - 53

16. **MATTERS DEALT WITH IN TERMS OF DELEGATED AUTHORITY BY THE EXECUTIVE MAYOR**

(The reports by the Executive Mayor, in terms of the provisions of Section 63 of the Local Government Municipal Systems Act, 32 of 2000, on matters dealt with by the Executive Mayor in terms of delegated authority as detailed in the Minutes to be noted).

17. **REPORT BY THE OFFICE OF THE MUNICIPAL MANAGER**

22/05/MM1 Council Resolutions as at 29 April 2022

Pages: 56 - 75

22/05/MM2 Kouga Mayoral Cup 09 June 2022 – 30 July 2022

Pages: 76 - 79

22/05/MM3 Institutional Performance Report: 2021/22 Financial Year: Period 1 July 2021 to 31 March 2022

Pages: 80 - 152

18. **REPORTS BY THE EXECUTIVE MAYOR**

18.1 **REPORTS BY THE PORTFOLIO CHAIRPERSON: FINANCE**

22/05/F1 Monthly Budget Statements for the Period July 2021 to April 2022 and Financial State of Affairs of the Municipality as at 30 April 2022 (2021/22 Financial Year)

Pages: 154 - 196

18.2 **REPORTS BY THE CHAIRPERSON: CORPORATE SERVICES**

22/05/CORP1 Appointment of New Members: Bad Debt Committee

Pages: 198 - 200

18.3 **REPORTS BY THE CHAIRPERSON: INFRASTRUCTURE & ENGINEERING**

22/05/I&E1 Re: Reallocation of Funds between Internal Funded Capital Projects

Pages: 202 - 203

22/05/I&E2 Re: Progress on Grant Funding (MIG, WSIG, EPWP And MDRG) as at May 2022

Pages: 204 - 209

22/05/I&E3 Re-Allocation of Funds for Emergency Water Provision for Day Zero

Pages: 210 - 211

22/05/I&E4 Re: Reallocation of Funds between Directorates

Pages: 212 - 213

18.4 **REPORTS BY THE CHAIRPERSON: PLANNING, DEVELOPMENT & TOURISM**

22/05/PDT1 Re: Subdivision, Consolidation and Rezoning of Portion 8 &13 of the Farm Dieprivier 689, Humansdorp

Pages: 215 - 243

22/05/PDT2 Imposing of Mandatory Installation of Rainwater Harvesting Tanks for New Buildings in Kouga Municipality in Response to Drought

Pages: 244 - 246

19. **CLOSURE**

Distribution list:
Executive Mayor
Deputy Executive Mayor
Speaker
All Councillors
Municipal Manager
All Directors
Relevant Managers
Committee Services

REPORTS BY THE OFFICE OF THE EXECUTIVE MAYOR (IGR)

KOUGA MUNICIPALITY (EC 108)

ORDINARY COUNCIL MEETING

OFFICE OF THE EXECUTIVE MAYOR

DATE: 31 MAY 2022 **ITEM NO: 22/05/IGR1**

MINUTES OF THE MAYORAL INTER-GOVERNMENTAL RELATIONS MEETING

1. Introduction

The purpose of this item is to inform Council of the minutes of the Mayoral Inter-Governmental Relations meeting.

2. Background

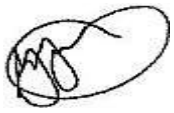
Council is advised that the Mayoral Inter-Governmental Relations meeting occurred on the 29th of March 2022. The Minutes of the meeting are attached hereto for ease of reference.

3. Recommendation

3.1 That Council notes the minutes of the Mayoral Inter-Governmental Relations Meeting.



Item prepared by: Deputy Municipal Manager



Item noted by: The Executive Mayor

MINUTES OF AN INTER GOVERNMENTAL RELATIONS COMMITTEE MEETING HELD ON, 29 MARCH 2022 AT 11:00 AT MENTORS VENUE

PRESENT: COUNCILLORS	Ald. H. Hendricks	(Chairperson)
	Cllr. H. Bornman	
	Cllr. B. Williams	
	Cllr. D. Benson	
	Cllr. W. Gertenbach	
	Cllr. T. Jantjes	
	Cllr. L. Maree	
	Cllr. S. Ruth	
	Cllr. J. Alexander	
	Cllr. M. Yali	
OFFICIALS	Mr. D. de Jager	(Deputy Municipal Manager)
	Mr. R. Lorgat	(CFO)
	Ms. N. Machelesi	(Director – Community Services)
	Ms. K. Moodley	(Director – Corporate Services)
	Mr. E. Olivier	(Manager – Strategic Projects)
	Ms. L. Opperman	(Manager – Legal Services)
	Ms. A. Jonck	(Manager – Office of the Mayor)
	Mr. E. Goliath	(Public Participation Co-ordinator)
	Ms. A. Tebekana	(IDP Co-ordinator)
	Ms. M. Jantjies	(Committee Clerk)
STAKEHOLDERS	(Please see attached attendance register)	

1. **OPENING AND WELCOME**

The Executive Mayor read the notice convening the meeting and requested Ms Jantjies to open the proceedings with prayer. The Executive Mayor welcomed everyone present to the meeting and requested everyone to introduce themselves.

2. **APOLOGIES**

Mr C. du Plessis (Municipal Manager)
Mr A. Liberty (Acting Director I&E)
Mr F. Jamal
Ms M. Basson
Ms N. Makapula
Office of the Premier

3. **STATEMENT BY THE MAYOR**

The Executive Mayor stated that the purpose of the meeting is to connect after having a challenging two years amidst the pandemic. He mentioned that after engaging on virtual platforms, it is a step in the right direction to have a contact session, moving in the right direction.

The Executive Mayor stated that as stakeholders the "people" must be prioritized at all times, from issuing a birth certificate to issuing a death certificate. All sectors of the community must be represented on this forum. He urged all departments to work in unity to ensure that societies needs are met holistically.

The Executive Mayor explained that the role and function of the forum is to ensure that the whole of society is serviced. The Mayor requested that all proposed projects must be included in the departments.

4. **MATTERS FOR DISCUSSION**

ESKOM: Mr David Zola

Mr Zola, provided feedback on the Battery Energy Storage System (BESS)project. He explained that the project is needed to reduce Eskom's carbon foot print (decarbonize the grid).

Mr Zola further explained that the project supports transformational aspects by demonstrating large-scale deployment in support of the South African renewable energy strategy and addresses local overall system challenges.

He mentioned that the BESS primary use case would be for national peak shaving purposes for 4 hours a day for at least 250 days of the year. He stated that charging will be conducted during off-peak periods or when the network conditions permit.

Mr Zola explained that a decision was taken to implement the project in two phases in order for the Eskom teams to be able to manage risk better and deliver on phase 1 linked to World Bank disbursement of funds.

He explained that Phase 1 will be completed by 30 June 2023, subject to due diligence. He further stated that phase 2 is to be completed by 31 December 2024 (Development work and technical due diligence is on-going for phase 2)

Timelines for Melkhout reissue and Rietfontein Scope:

No.	Key Milestones	Key Date
1.	Issue notice to cancel & debriefing Lot A (melkhout Substation)	15 Feb 2022
2.	Standstill period end	01 March 2022
3.	Strategy review Approval (NIPP inclusion) Board IFC meeting	08 April 2022
4.	Bidding document approval/ NO objection	13 April 2022
5.	Issue to market	13 April 2022
6.	Bid closing	22 June 2022
7.	Bid Evaluation	10 August 2022
8.	BER submission	17 August 2022
9.	NO Objection	15 September 2022
10.	Eskom Approval (DOA)	28 October 2022
11.	Standstill period	15 Nov 2022
12.	Draft Contract	05 Dec 2022

Key Focus Areas

❑Procurement from Black Enterprises:

✓Black Youth Owned Suppliers (BYO)
✓Black Women Owned Enterprises (BWO)
✓Small Black Enterprises (SBE)
✓Large Black Suppliers (LBS)
✓Localization Capability
(Products that can be sourced from local manufacturers as a result of the project)

❑ Industry Stimulation
✓ Industry Stimulation (Products that can be developed as a result of the project)

❑ Skills Development
✓ Engineering, Technical, Artisans, semi-skilled & other

❑ Job Creation
✓ Direct and Indirect

❑ Cooperate Social Investment (CSI)
✓ Community needs analysis to be conducted prior to execution of CSI project

COGTA: Mr Dodo Shuping

Mr Shuping stated that COGTA initiated the establishment of War Rooms to accelerate service delivery and proper coordination for communities. He further explained that all municipalities in the province established war rooms and Kouga municipality is the only municipality under Sarah Baartman that never established war rooms.

He explained that 7 out of 15 wards in Kouga have no CDW's. He further mentioned that COGTA is looking at the matter but are guided by the budget.

Mr Shuping stated that Kouga municipality is lined up for renewable initiative. This renewable initiative has been discussed at COGTA level in preparation of a business case. A funding request was sent to DPSA for approval.

Project Name/Description	Requested	Proposed
Renewable Energy Mix Feasibility Study	0.00	1 200 000.00
Total Funding Sought	0.00	
	Funding for Qualifying Projects	**1 200 000.00**

ALLOCATED DISASTER RELIEF GRANT

Kouga	Development and equipping of 4 boreholes in Humansdorp	12 500 000,00
Total Allocation		12 500 000,00

SUPPORT NEEDED

Mr Shuping explained that based on the IDP review, Annual Report, engagement with the MEC, the following were identified as support required:

- Rehabilitation of landfill sites
- Filling of 7 CDW posts COGTA to ensure that post are filled depending on the budget
- Electricity and Water Losses
- Development of an Economic Recovery Plan as well as inadequate budget to implement LED.

Mr Shuping stated that COGTA conducted an extensive awareness on the Traditional and Khoi San Leadership Act (TKLA). Communities were educated on the Act and the process of registering as a Khoi or San was explained and the workshop was conducted in Hankey, Patensie and Humansdorp in the month of March 2022.

He further stated that the closing date for registration is end March 2024, after the closing date, no one will be allowed to register. There will be a National Launch, followed by the Provincial Launch and then a Public Participation program where all communities will be visited by the Commission. He urged councilors to support communities on this program.

Mr Goliath stated that the 8 CDW vacancies have been communicated with COGTA through the office of the Speaker. He further mentioned that COGTA promised that they will be filled. Mr Goliath stated that the virtual meetings held by COGTA is not assisting the municipality in its mandate to assist in COGTA's plans.

Mr Shuping explained that assurance was given that the filling of all vacancies will be fast tracked. He further stated that a formal correspondence will be distributed by the end of June. He further explained that COGTA have an annual plan for Kouga municipality where all challenges are listed.

The Speaker requested clarity on which Traditional and Khoisan houses are recognized, in order to assist council to legitimize the process. Mr Shuping explained that the process is ongoing, and the different houses need to clarify whether they are part of the Khoi, San or Griekwas.

The Mayor explained that the municipality capacitated the ward committees, and more than 100 disaster volunteers were appointed during the Covid pandemic.

CHALLENGES AND INTERVENTIONS

Challenge	Intervention
Drought and low dam Levels	CoGTA will continue to lobby funding for drought relief for Kouga Municipality
Absence of 7 CDW's	CoGTA to ensure that all posts are filled by end of second quarter (between July and September)
Non Cooperation of Kouga Municipality on Submissions Submission FICA documents by municipalities	CoGTA and Kouga to set a meeting to discuss these shortcomings

DEPARTMENT OF HEALTH:

KOUGA COMPRISES OF 10 FIXED CLINICS

- Andrieskraal Clinic,
- Humansdorp Clinic,
- Imizamo Yethu Clinic,
- Kruisfontein Clinic, Loerie Clinic,
- Masakhane Clinic,
- Pellsrus Clinic,
- St Francis Bay Clinic,
- Weston Clinic)

MOBILE UNITS

- 3 mobile units (Suurbron, Loerie and Patensie)
- Suurbron mobile servicing Oysterbay and surrounding farms not currently running due to mechanical breakdown

HOSPITALS

- Humansdorp Clinic (District Hospital)
- PZ Meyer TB Hospital (Specialized Hospital)

ACTION PLAN

- Oysterbay community will be serviced on a Friday as existing structure is available to rendered services.
- Other farming communities were advised to seek assistance at their nearest health facility.

Ms Ferreira explained that the following health facilities suffered continuous break in despite alarm systems being in place:

- St Francis Bay Clinic
- Pellsrus Clinic
- Imizamo Yethu Clinic

PROJECTS

Ms Ferreira stated that permission were granted by the Head of Department, for restructured renovations to be done by the Rotary Club to St Francis Bay Clinic. She mentioned that the date of commencement for this project still be communicated.

CLINICAL GOVERNANCE

Facilities with	Wards	Facilities without	Wards
Imizamo Yethu	10	Andrieskraal Clinic	10
Humansdorp Clinic	6,12, 15	Kruisfontein Clinic	4, 5,15
Loerie Clinic	7	Thornhill Clinic	7
Masakhane Clinic	9,13	St Francis Bay Clinic	1,12,
Pellsrus Clinic	2,3,8,11,14		
Weston	13		

COVID 19 DATA

Total	Recovered	Death	Active
10 489	10 295 (98.1%)	186 (1.7)	8

Active Cases
Jeffreysbay Central -5
Loerie- 1
Paradise Beach- 1
Wavecrest- 1

VACCINATION DATA

12-17 years	18-34 years	35-49 years	50-59 years	60 years & older
12%	48%	65 %	80%	88%

Overall performance

55%

Narrative

Age groups- 12-17 & 18- 34 years not making use of the vaccination services despite demand creation efforts embark upon by the different stakeholders

The Speaker explained the challenge of having 1 clinic to serve the whole Jeffreys Bay area. He further enquired how the municipality can assist the Department of Health to ensure another clinic for the area. He further proposed that pertaining to the challenge of the mobile clinic in Oyster Bay, the satellite ward office could be utilised if the need arise.

The Speaker enquired whether the Health forum is functional. He further proposed that the ward committee members be absorbed into the forum, and have the forum fully functional instead of reinventing the wheel.

Ms Ferreira explained that the Forum is endorsed by the MEC. She further explained that there is a container in Oyster Bay that will be used by the Sister on a Friday. She stated that she will revert back about the Health forum as well as the Jeffreys Bay clinic.

The Mayor proposed that it must be investigated whether land are available to increase the capacity of the Jeffreys Bay clinic. Cllr Benson expressed his concern with the long waiting period at clinics and hospitals because of the facilities being under staffed.

Ms Ferreira explained that the clinics have an appointment system for chronic patients, antenatal patients as well as babies coming for scheduled vaccinations.

Cllr Yali expressed his disappointment with the lack of doctors at all health facilities in the Kouga area. Cllr Jantjes requested clarity on the criteria the department of health use to determine whether a municipality has additional health facilities. Ms Ferreira stated that they use the 2011 census as well as the clinical workload per clinic.

The Mayor requested Mr Goliath to assist Ms Ferreira in the establishment of the clinic committees.

DEDEAT: MR LEON ELS

Mr Els explained that according to the 2022/23 Annual Performance Plan for the 2022 23 FY, the department has lifted 3 priority programmes for development and implementation these programmes represent an opportunity to create synergy and integration among the different role players

- Township and Rural Economy
- Climate Change (Pilot project to be done in OR Tambo municipality)
- Revitalization of Industrial Parks

Mr Els explained that the regional office have been split into Economic Development as well as Environmental Affairs. He further explained that the policy was amended and funding applications can now be submitted on a continuous basis.

Local and Regional Economic Development

- The LRED Fund is now permanently open for applicants and thus no longer has a closing date
- Regional Office officials are assisting and guiding businesses with the application process
- LRED Strategy reviews as part of the District Support Team

Enterprise Development

- Facilitating the registration of and access to finance by Cooperatives and SMME's. This is done through referral to Eastern Cape Development Corporation Imvaba Fund and Business Loans) and the Small Enterprise Development Agency (Business Plans, Product and Market Development)
- Assisting with CIPC related processes This is a free service provided by the Department (also remotely)
- Monitoring and Evaluation of Cooperatives previously funded

Consumer Affairs

- Regulatory functions in terms of Consumer Protection Act, 2011
- Handle 50 of Consumer Complaints in the Province
- Consumer Awareness workshops and campaigns, e g 'Spend Wisely'

ENVIRONMENTAL AFFAIRS

- Regulatory Functions in terms of the National Environmental Management Act, 1998 Environmental Impact Management Authorizations
- Biodiversity Permits
- Waste Management Licences
- Atmospheric Emission Licences

All permits/approvals issued are subject to oversight by the Compliance and Enforcement Unit.

Environmental Empowerment Services

- Monitoring of EPWP (Environment Sector) Projects (currently projects are funded in the Sunday River Valley, Blue Crane Route and Makana municipalities). Submission for funding was received from Kouga Municipality. Regional submission made to Head Office and a decision is being awaited.
- Environmental Awareness advocacy, especially at schools
- Greenest Town Municipality and Provincial Enviro Awards

CHALLENGES THAT SHOULD BE ADDRESSED

- The LRED Fund application intake is very slow and DEDEAT will be conducting a vigorous joint awareness drive in all municipalities within the district to inform the communities about the availability of the fund.
- Although processes have been actioned to secure approvals for Environmental Management Plans (coastal management issues remain a key challenge
- The presence of bulk infrastructure is a non-negotiable requirement for environmental authorization, be it a municipal housing project or a private development, especially insufficient capacity at waste water treatment works is a primary developmental constraint
- When challenges are experienced, consultation with DEDEAT is of critical importance.

Mr Els stated the importance of the resuscitation of the DEDEAT/Kouga Municipality Bi lateral. The Mayor requested Ms Jonck to set up monthly meetings with the department.

Mr Ferreira enquired whether the section 30 (a) of the drought disaster management act is still applicable. He further requested Mr Els to provide him relevant guidelines. Mr Els explained that as long as there is a drought, the section 30 (a) remain in force.

He further explained that instead of providing every municipality within the Sarah Baartman district with a section 30 (a), a section 30 (a) was given to the Metro as well as to the District municipality. All listed projects under the section 30 (a), and the drought conditions remain projects and will be attended to.

Mr Els explained that there is no need for a EIA, but municipalities must still work in within the law. Cllr Bornman requested clarity on the historical integrated coastal management application that was submitted to the department. Mr Els explained that the municipality can submit an application, appoint a consultant to do the work, after which it gets submitted to the MEC for approval. This process mitigates EIA's in certain areas.

The Mayor enquired whether application was received to re-open the Seekoei river. Mr Els confirmed that the Seekoei application was decline due to the reasons provided being deemed inadequate. He further encouraged to address the reasons stated, and the application will be relooked.

Mr Els encouraged the municipality to finalize all processes in order to get the Environmental Management Plans (EMP) approved.

The Mayor stated that DEDEAT's involvement are required in the Kouga Entrepreneurial Academy, Kouga Bio- economy zone as well as the Garden route green economic zone. The Mayor requested Ms Jonck to forward all information about the three above mentioned projects to Mr Els, as well as to set up monthly meetings with the department.

DEPARTMENT OF SOCIAL DEVELOPMENT:

Mr Mbewu explained that the Department of Social Development according to its constitutional and service delivery mandate, has two primary obligations, i.e. Social Work Services And Community Development And Research Services.

Various tools form a basis for our interventions so that our actions are evidence based;

- Household and Community Profiling;
- Community Based Plans;
- Participatory Rural Appraisals;
- Stats South African Research;
- Integrated Development Plans (IDPs)

The Department's strategic partnerships as follows:

- There are 20 ECDCs (creches);
- There are 8 Service Centres;
- There is 3 Victim Support Centres;
- There is 1 Old Age Home in Humansdorp.
- There is 1 HCBC in Hankey.
- There are 2 Child Protection Organisations based in Humansdorp.
- There is a Drop In Centre in Jeffreys Bay.
- All these NPO's are exposed to regular capacity building opportunities to ensure effective and efficient management;
- All these NPO's are monitored and supported on a monthly basis;
- Audited financial statements and narrative reports are submitted to the NPO Directorates on a monthly and quarterly basis.

Cllr Yali expressed his disappointment in the department for assuming that Kouga area is mainly Humansdorp. He further enquired why most of the essential projects are based in Humansdorp.

Cllr Bornman questioned the amount allocated to the Protea Club in Humansdorp, whilst the building is in a dilapidating state. He further mentioned that the Healthy Mom and Baby Club in Jeffreys Bay are in desperate need of funding, but has not received any assistance to date. Cllr Bornman enquired about the department's plan for a much needed homeless shelter in Jeffreys Bay.

Cllr Benson, enquired whether there are any plans for homeless people. Cllr Alexander enquired about the amount of R950 000 allocated to the Elderly and Children Resort in Vaaldam, as well as the allocation to the Protea Old age club.

He also enquired where the TADA program are operating in Humansdorp, since it is not visible in Humansdorp. Ms Tebekana enquired whether Kouga Municipality is a beneficiary of the TADA program, and if not what the criteria is to become a beneficiary.

Cllr Jantjes enquired about the allocation for Child Welfare in Humansdorp, as well as the criteria and allocation for food parcels. He also enquired about the TADA program and proposed that the department work conjointly with the Ward Councillors on the TADA program.

Cllr Ruth expressed her concern with the amounts allocated to individual projects, especially to the soup kitchens. She further requested that the department submit a list of all projects, the number of years they are supported, as well as which are the new ones being supported. She requested that the list include their contact details. She stated that there seems not to be provision made for "lost children" which are found in all communities. Cllr Ruth mentioned the lack of involvement of the social workers in the different communities.

The Mayor stated that a local NPO showed interest in partnering towards establishing a homeless shelter. He requested the department to partner on this project.

Mr Mbewu stated that the closing down of the shelter was due to a misunderstanding. The Mayor enquired when the shelter was closed down according to the records of the department. Mr Mbewu stated that the department was informed that the shelter closed down in November 2021, hence the funds allocated for the shelter had to be shifted somewhere else.

Mr Mbewu explained that the commitment towards a shelter is to provide social services as well as provision of food. He further stated that building a shelter is the responsibility of the Municipality.

The Mayor stated that Mr Mbewu was clearly misinformed because the shelter was only closed last week. He further stated that the explanation that the funds was relocated elsewhere due to the shelter being closed is not true.
The Mayor expressed his disappointment in the process followed and stated that consequences will follow because the Municipality operated the shelter without support or funding from the department.

Mr Mbewu explained that the department have a yearly process of inviting organizations to apply for funding. He further stated that the reflection is because most applications are received from Humansdorp area.

Mr Mbewu further explained that the TADA coordinators are in all Municipalities, 2 Coordinators are allocated for Kouga municipality. Mr Mbewu explained that the issuing of the food parcels went through a tender process, a specific service provider was successful in the tender process, unfortunately the service provider could not cope with the demand.

Mr Kashu stated that all concerns are noted, the area manager will investigate all issues raised and feedback will be provided in the next meeting. He further stated that all ECD's will shift to the Department of Education from 1 April 2022. The Mayor thanked the department for the feedback, and stated that further engagement is needed.

DEPARTMENT OF WATER AND SANITATION: MR PAUL CHILTON

Mr Chilton stated that the department of water sanitation needs to work through water user associations to achieve collaboration of water users

- DWS are also responsible for identifying problems areas
- Identify solutions and implement solutions

ACTIONS TO ADDRESS W & S PROBLEMS TO DATE:

- Appraised planning and funding to upgrade sewage works and water Supplies
- Monitored effluent quality quarterly.
- investigated lawful & unlawful use
- Coordinating interventions to remove invasive plants from catchments
- Coordinated formation of water user associations to achieve regulation of use
- Identify professional services to develop monitoring 'tools' and identify problems.
- Collaborating with local institutions to get local 'buy in' to improve water governance
- Support municipal water & sanitation projects.
- Reduce metro's demand on western dams

Ms Moodley enquired whether DWS will be responsible for negotiating the equitable usage agreement of water between the Metro and Kouga Municipality from Nooitgedach. Mr Chilton stated that DWS prefers that the Municipality and the metro to engage directly on such issues.

Cllr Benson stated that stricter measures are needed against farmers extracting water illegally. Mr Chilton explained that proper evidence is needed to prove that users are accessing water illegally. Cllr Benson stated that all evidence was present, yet DWS was not acting against the illegal dams on farms.

Ms Moodley enquired whose responsibility it is to check whether dams are illegal. Mr Chilton explained that there are no established water usage associations at the moment. He further encouraged that the Municipality establish a water usage association.

Cllr Williams enquired how DWS can assist the Municipality with the Jeffreys Bay waste water plant. He further enquired whether there are processes in place to monitor the ground water levels.

Mr Chilton stated that monitoring of ground water should be the Municipality's responsibility, ideally a ground water specialist should be appointed. He further stated that unfortunately the department does not have any funding available to date.

The Mayor stated that bulk water as well as monitoring of ground water is a National government mandate. He further stated that both provincial and national government must be held accountable for their role. The Mayor proposed that a forum be established for regular monitoring especially for the next

two months. DWS need to deal with illegal dams as a matter of urgency. The municipality urgently needs assistance from DWS.

DEPARTMENT OF AGRICULTURE LANDREFORM AND RURAL DEVELOPMENT: MR P. MGEDEZI

TENURE REFORM IMPLEMENTATION(TRI)

- Supporting Communal Property Associations (CPAs)to be compliant with legislation (CPA Act 28 of 1996)
- Conduct interventions towards securing land rights
- Allocate hectares to Farm Dwellers (ESTA Occupiers)
- Support communities towards adjustment of title deeds

The following number of Communal Property Associations within Kouga were supported to be compliant with legislation:

- Isibane
- Grootboom
- Chabe
- Dankbaar

Number of interventions conducted towards securing land rights:

- Matibe vs Pennisand
- August & Jors vs Rayno Du Preez
- Grootboom vs Myburgh
- Juba vs Kwelokhozi Wilderness
- Mintoor & others vs Van Schalkwyk
- Gaba & Jantjies vs Du Preez
- Mgciza vs Rautenbach
- Prins vs Ferreira
- Moss vs Ferreira
- Aubrey Slamdill vs Lomon Ferreira
- Henna George vs Sandra Smit
- Quantum Foods vs Daniel Jansen and others

DISPOSAL OF FARMS 2019/2020

- Erf 55 Kruisfontein transferred to Fontein family in order to secure their tenure rights.

CHALLENGES:

- Current staff compliment: TRI 1 Deputy Director, 1 Project Co-ordinator
- Kouga area has a number of ESTA cases and is becoming a hotspot for
- evictions.
- Lack of co-operation from the Municipality to provide alternative accommodation for farm dwellers evicted on farms.

FUTURE PROJECTS:

Project: Provision of water and fencing at Patensie Commonage
Project Scope - To conduct planning and site assessment for the provision of water and fencing at Patensie Commonage.
Project Duration : From May 2022
Project budget : To be confirmed

KOUGA MUNICIPALITY SUPPORT PROGAMME NAME

- Fairview Diep Rivier - Procurement of Land for the benefit of Historically disadvantaged R 9 700 000.00
- Highlands Farm - Procurement of Land for the benefit of Historically disadvantaged R 33 000 000.00
- Rotsvas - Procurement of Land for the benefit of Historically disadvantaged R 4 950 000.00
- Pampoen land Rivier - Procurement of Land for the benefit of Historically disadvantaged R 3 750 000.00
- Honeyville Farm - Procurement of Land for the benefit of Historically disadvantaged R 7 700 000.00
- Kakebeen Bosch - Procurement of Land for the benefit of Historically disadvantaged R 8 000 000.00

A TOTAL OF 49 PROPERTIES HAVE BEEN PROCURED IN KOUGA PREVIOUSLY

COOPERATIVES AND ENTERPRISE DEVELOPMENT

Kruisfontein Emerging Cattle farmers 09, Fencing material and payment of labor for erection of the fence, *R999 872,16*

Department is open to receiving a processing application for the support of HDI Farmers and Rural Enterprises. The Mayor stated a meeting will be set up with the department to discuss some of the future projects

DEPARTMENT OF RURAL DEVELOPMENT & AGRARIAN REFORM:

FUNDING REQUIREMENTS

- Proof of Land ownership,
- Proof of Market
- List of project Beneficiaries with ID copies,
- Commonage Management Plan
- Livestock Improvement Program – Ward 4
- 10 Angus Heifers and One bull , delivered to Pampoen land project

PROJECT NAME	ASSISTANCE	STATUS
Gamtoos Vegetable Project: (25 plastic and 2 net tunnels)	Pack shed with cool room facility	Will be completed in the coming financial year,
Bankkop Boedery	Mobile Handling facility	Completed and handed over to the beneficiaries
Ekuphumleni Farm	Borehole drilling, testing and equipping, water tanks	completed

PLANS FOR 2022/23:

- Completion of the Pack shed with cooling facility,
- 24 ha irrigation system for Three Pence project in Patensie
- R250 000 support for Citrus Projects

CHALLENGES:

- Land ownership
- Municipal land and expired lease agreement,
- Commonage plan from Municipality
- Water Restrictions

The Mayor stated that the communication gap needed to be fixed between the National and Provincial Department and the Municipality. Further meetings are required.

DSRAC: MR H. MQHAYI

SPORT & RECREATION

Youth Camp for the past 3 years. The District has implemented the Youth Camp in Kouga. This is a huge National programme which brings participants from across the Province.

LIBRARIES & INFO SERVICES: SERVICES RENDERED

- Circulation (Taking in and out of library material)
- Internet (Currently, not all our libraries are connected)
- Photocopying
- Toy library
- Mini library for the blind (We have 16 of these currently, spread out across all the 7 LMs)

Subsidy Transfers for the day to day running of the libraries. All Local Municipalities are subsidized by the Department. Amounts differ, there is currently no criteria for fund allocation as it relates to the amounts.
For 2021/22 amounts are as follows: Kouga - R2 050,000.00

An artist from Humansdorp was part of the Film and Language Workshop in February.

A Craft project "Beautiful Things" Ms Bernadette Swarts from Jeffreys Bay will be awarded by the MEC on 30 March 2022 in East London.

A music Group in Humansdorp was selected to Record at ECAVC (Eastern Cape Audio Visual Centre) and could unfortunately not attend the recording due to the employers refusing to grant them leave.

LIBRARIES

A spelling Bee competition was held recently in Sea vista where winning prizes included Laptops, Watches etc.

Mr Mqhayi requested that the Municipality assist in the resuscitation of the annual Jazz festival that used to take place in Kouga. He further thanked the Municipality for partnering with the department in assisting with transport money. The Mayor stated that the SPU Coordinator and the PPU Coordinator will be sent to Grahamstown for discussions to resuscitate the Kouga Sports Council. Mr Stroebel enquired in whose name the title deed of the cultural centre was. The Mayor confirmed that it is in the name of the Municipality.

MISA: MR N. WILLIAMS

MISA performs the following functions:

- Support in the implementation of infrastructure projects
- Support infrastructure operation and maintenance
- Building municipal capacity to undertake effective planning, delivery, operations and maintenance of municipal infrastructure, and perform any function that may be deemed ancillary to the aforementioned
- Support effective infrastructure planning to achieve sustainable service delivery

MISA endeavors to follow an evidence based support approach, informed by the real challenges in the ground and seeks to support the Municipality in addressing these; while building municipal capacity to sustain itself in the future.

Specific interventions in EC

- Support municipalities to improve infrastructure development through partnerships with public, private sector and non-government entities:
- Various stakeholder engagements to mobilise partnerships for the Development of the New coastal smart city Eastern Development to support Ugu DM (Ray Nkonyeni LM), Alfred Nzo (Winnie Madikizela Mandela LM) and

OR Tambo DM (King Sabata, Dalindyebo LM, Port St Johns LM and Ingquza Hill LM) and Harry Gwala DM
- State of municipal functionality for infrastructure delivery
- Assessment of the functionality of municipalities using model validation process collection data online from credible government related sources for Alfred Nzo District, Amahlathi District, Blue Crane Route, Buffalo City, Chris Hani, Dr Beyers Naude, Elundini, Emalahleni, Engobo etc
- MIPMIS enhancement and utilization
- National Virtual Rural Bridge Assessment covering 6 Districts (Alfred Nzo, Amathole, Sarah Baartman Chris Hani, Joe Gqabi, OR Tambo)

INNOVATIVE WASTE SOLUTIONS:

Presidential Employment Stimulus Phase2 evaluated and approved an amount of R284 million with 27% (R70 million) shared within the Eastern Cape Municipalities.

- Amount approved may only be used for the purpose stipulated in the Business Case Submission:
- 11818 work opportunities across the solid waste management value chain (Waste Generation, Collection, Sorting / Segregation and Disposal). These work opportunities provide an estimated 7000 Full Time Equivalent (FTE). Minimum 3200 Work-Opportunities from EC Provincial Municipalities.
- Development and implementation of innovative or alternative methods on waste management
- Study implementation of the initiative to inform the Rural Waste Management Framework
- Enterprise development in communities enhanced to benefit 100 SMME's. 27 SMME's from Eastern Cape Municipalities.
- Focus is on general waste within 25 municipalities (85% rural areas and 15% urban areas)

MIG FRAMEWORK REFORMS:

- Noting the deplorable state of existing municipal infrastructure, a decision was taken to support municipalities to look after their existing infrastructure. This support will be provided under the improvement of municipal infrastructure asset management practices and this will initially be funded through the MIG
- The revised MIG framework will allow for 5% of the MIG to be used to develop infrastructure asset management plans (and associated activities) and allow for 10% to be used for emergency repairs in the instance of existing non - compliance notices from the Department of Water and Sanitation.
- MISA is in the process of engaging with the relevant stakeholders (DCoG, SALGA, NT etc. to finalize an implementation plan for the programme. This will be completed within the next few weeks and immediately jointly implemented
- MISA must sign off on technical and or business plan reports before submission to sector departments thereby acknowledging the appropriate use of alternative technology and good practices for MIG projects, including feasibility studies, labour intensive construction, operations and maintenance and integrated infrastructure asset management

MAINSTREAMING OF GROUND WATER

- MISA developed a business case that identified hotspots with challenges of groundwater and water quality, water availability and water distribution
- MISA has prioritized under-served areas/villages for the implementation of basic services.
- MISA also identified costs of drilling boreholes, exploration of new boreholes refurbishment of existing boreholes, spring protection and development and basic reticulation of boreholes and springs.
- The Implementation plan with a project list has been finalized.
- Projects have been prioritized for implementation and Terms of References to guide municipalities
- Generic TORs developed to ensure rapid procurement for groundwater projects in the remaining 2020 21 and 2021 2022 financial year.
- The estimated cost of R 486 million is required to benefit 875 villages across the country, except for Gauteng which has groundwater deficit (projects identified). Funding discussions scheduled with NT and DWS for the utilization of grant funding under expenditure of MIG, RBIG and WSIG.
- The cost of projects to undertake the schemes identified in EC that varies from spring protection projects, boreholes abstraction, boreholes rehabilitation, construction of storage capacity infrastructure, basic reticulation of boreholes and springs, through the construction of appropriately sized reservoirs, pipelines and the erection of standpipes to the nearest settlement amounts to an estimated cost of about *R 122 449 221 00*.

Mr de Jager stated that several unsuccessful requests for assistance for graduate engineers was submitted to MISA. He mentioned that one response stated that only struggling municipalities are being assisted.

The Mayor requested Mr Williams to reconsider the requests submitted since urgent support was needed. Mr Williams stated that the department restructured, so there are graduates available. Offline communications will be held.

DEPARTMENT OF PUBLIC WORKS: Mr G. Stroebel

Mr Stroebel thanked the Municipality for the invitation. He stated that the department is the implementation agent for all provincial departments as far as infrastructure is concerned.

The department is currently busy with a needs assessment for all the government departments. The Jeffreys Bay public library will be completed this year.
Mr Stroebel stated that a steering committee is attending to the Aston Bay Caravan park.

A proposal is needed from the Municipality on what they will do with the property at the Aston Bay Caravan Park.

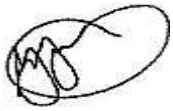
6. **DATE OF NEXT MEETING**

Date of next meeting: To be communicated timeously with all stakeholders.

CLOSURE

The Mayor thanked all sector departments for their attendance and input. He further requested that regular meetings apart from the IGR meetings be held. The Mayor wished everyone a safe journey traveling home.

The meeting adjourned at 17:00



17 May 2022

_____ _____

CLLR H. HENDRICKS **DATE**
CHAIRPERSON

KOUGA
local municipality
Good Governance through Service Excellence

1

KOUGA MUNICIPALITY (EC 108) ATTENDANCE REGISTER

MEETING: MAYORAL IGR MEETING @ 11H00

DATE: 29 MARCH 2022 VENUE: MENTORS KRAAL

NAME	ORGANISATION	E-MAIL/FAX	TEL. NO.	SIGNATURE
P. MGEDEZI	DALRRD	Phakamisa.mgedezi@dalrrd	0833782550	
L. Maree	Kouga	Lmaree@kouga.gov.za	0828924664	
N. William	MISA	[illegible]@misa.gov.za	0833871548	
Hastings Mghayi	DSRAC	hastings.mghayi@ecsrac.gov.za	0825935333	
Musa Longo	Eskom	musa.longo@eskom.co.za	0827484297	
SHENAY RUTH	KLM	sruth@kouga.gov.za	0780728598	
[illegible]	[illegible]	[illegible]@[illegible].gov.za	0827769573	
H. BORNMAN	KLM	hbornman@kouga.gov.za	0842405226	
DODO SHUPUNG	COGTA	DODO.SHUPUNG@ecogta.gov.za	0733931104	
Dumile Damane	COGTA-EC	dumile.damane@ecogta.gov.za	0824953340	
J. ALEXANDER	KLM	jalexander@kouga.gov.za	0622862604	
B WILLIAMS	KLM	brenton@kouga.gov.za	0834496745	
LWANDO LIMBA	ESKOM	lwando.limba@eskom.co.za	0828519618	
Gavin Stroebel	DPWI	Gavin.stroebel@ecdpw	0823796160	
TIMOTHY JANDO	KLM	tjantjes@kouga.gov.za	0844139620	
Bongco N.T	DRDAR	[illegible]@drdar.gov.za	0664727359	

KOUGA
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(2)

KOUGA MUNICIPALITY (EC 108) ATTENDANCE REGISTER

MEETING: MAYORAL IGR MEETING @ 11H00

DATE: 29 MARCH 2022 VENUE: MENTORS KRAAL

NAME	ORGANISATION	E-MAIL/FAX	TEL. NO.	SIGNATURE
Cebus Ferreira	DWS	ferreirac@dws.gov.za	0826547047	
Daniel Benson	KLM	dbenson@kouga.gov.za	0737666[illegible]6	
Trevor Aros	KWF	trev@kougawifoon.com	071 682 52 35	
Lee-Ann Uppelman	KLM	luppelman@kouga.gov.za	0728551710	
Marina Ferreira	Kouga SD - Health	ferreira.marina@eshealth.gov.za	0723594271	
Malusi Kashe	Soc Dev	malusi.kashe@ecdsd.gov.za	0716868242	
Horatio Hendricks	Kouga LM	horatiohendricks@gmail.com	0837910200	
Kraal Corbett	KLM	[illegible]@kouga.gov.za	084 845 4470	
Saville Kops	EMS	kops.saville@gmail.com	0833780565	
Lienette Colesky	GIB	info@gamtooswater.co.za	0837050428	
Kristen Moodley	KLM	kmoodley@kouga.gov.	0846036164	
Paul Chilton	DWS PCMA	chilton@dws.gov.za	0823386977	
Sulile Mollitsoane	DALRRD	SulileM@dalrrd.gov.za	0731977624	
[illegible]	KLM	myali@kouga.gov.za	0718199549	
Sues Oliver	KLM	eolitera@kouga.gov.za	067-055-1028	
Sithembele Mbewu	DSD	sithembele.mbewu@ecdsd.gov.za	0609076688	

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KOUGA MUNICIPALITY (EC 108) ATTENDANCE REGISTER

MEETING: MAYORAL IGR MEETING @ 11H00

DATE: 29 MARCH 2022 VENUE: MENTORS KRAAL

NAME	ORGANISATION	E-MAIL/FAX	TEL. NO.	SIGNATURE
SULILE MOLUTSOANE	DALRRD	SulileM@dalrrd.gov.za	0781977624	
[illegible]	[illegible]	ddejager@kouga.gov.za	082 872 0080	
N. Machelesi	KLM	nmachelesi@kouga.gov.za	073 086 4574	
A. Jonck	KLM	ajonck@kouga.gov.za	0734143124	
M. Jantjies	KLM	margaret@kouga.gov.za	0840262636	

CONFIRMATION OF PREVIOUS COUNCIL MINUTES

MINUTES OF AN ORDINARY COUNCIL MEETING OF KOUGA MUNICIPALITY HELD ON FRIDAY, 29 APRIL 2022 AT 10:00

PRESENT: Councillors	Ald B Williams	(Speaker)
	Ald H Hendricks	(Executive Mayor)
	H Bornman	(Deputy Executive Mayor)
	Ald D Benson	
	B Dhludhlu	
	T Jantjes	
	W Gertenbach	
	H Murray	
	R Foley	
	F Heystek	
	C August	
	M Biko	
	M van Niekerk	
	J Alexander	
	L Maree	
	S Ruth	
	P Oliphant	
	M Dayimani	
	M Yali	
	V Gunuza	
	K Ndzelani	
	N Ntshota	
	B Human	
	N Ntengwane	
	V Zana	
	M Valgee	
	W van der Linde	
	L Nkilishane	
	M Mbandana	
Officials & Municipal Manager	C du Plessis	(Municipal Manager)
	K Moodley	(Director: Corporate Services)
	F Mabusela	(Director: PDT)
	L Opperman	(Manager: Legal Services)
	C Venter	(Manager: Waste Management)
	J du Toit	(Area Engineer: Jeffreys Bay)
	N Swarts	(Manager: Assets)
	R Ceaser	(Acting Area Engineer: St Francis Bay)
	S Nzuzo	(Area Engineer: Humansdorp)
	A Jonck	(Manager: Office of the Mayor)
	N Zode	(Committee Officer)
	Y Herbst	(Office Administration: Office of the Speaker)
	M Basson	(Senior Media Liaison Officer)
	M Julius	(Committee Clerk)

1. **NOTICE OF MEETING**

The Speaker read the notice convening the meeting in terms of Section 19 of the Local Government: Municipal Systems Act, 2000 (Act No.32 of 2000) that a virtual Council Meeting will be held.

2. **OPENING AND WELCOME**

The Speaker welcomed those present and requested that Cllr C August open with a prayer.

The Speaker requested that the Municipal Manager determine protocol regarding senior officials' leave applications for Council meetings.

Cllr P Oliphant requested that he be excused as he had to leave the meeting earlier as he had an appointment to attend at 12.30 pm.

The Speaker responded that he believed the meeting would adjourn before then.

3. **ABSENT WITH LEAVE**

Cllr E Mbuqu
R Lorgat(CFO)
N Machelesi(Director: Community Services)
A Liberty(Acting Director: I&E)

4. **ABSENT WITHOUT LEAVE**

5. **PRESENTATIONS**

None

6. **ACKNOWLEDGEMENTS, CONDOLENCES & CONGRATULATIONS**

Ald D Benson extended birthday wishes to Cllr M Dayimani whose birthday had been on the 9th of April. The Speaker extended birthday wishes to the Councillor as well.

Cllr V Zana extended birthday wishes to Cllr Dayimani.

Cllr Bornman extended condolences to families who lost homes in Ocean View due to fires that morning. Ald Benson had to note this.

The Speaker extended his condolences as well and asked that the Office of the Mayor send a communication to the victims.

7. **STATEMENTS OR COMMUNICATION BY THE SPEAKER**

The Speaker stated that it was very apparent that the Council which was inaugurated on 17 November 2021 had been in full flight over the past five months since taking office.

Ward Committees were fully functional and both the Ward Assistants as well as the Ward Councillors were slowly but surely finding their feet in the high-pressure environment.

The IDP consultation meetings had been taking place since the previous Council meeting and had been a huge success. Over 1000 inputs were received from residents via online surveys, WhatsApp submissions and through Ward Committees which meant that Council could go to the IDP consultation meetings with relevant priorities and present them to the communities.

Engagements of this nature was nothing short of phenomenal and the positive and constructive way the IDP meetings had been held was a testimony of a Council that listened to the communities and accurately captured their needs and priorities.

From as far afield as Ward 10 in Patensie to Ward 14 in Jeffreys Bay, record attendance of community members has been observed in the IDP meetings. Himself and the Executive Mayor had the privilege to represent Council at many of these meetings and it was great to witness that the meetings did not degenerate into service delivery complaint meetings which had been the norm in the past.

He commended the Ward Councillors who were clearly in constant engagement with their communities and dealing with service delivery complaints daily which was a huge contributing factor to facilitating IDP meetings to be managed as IDP meetings.

Ward Councillors would be holding at least one public feedback meeting during this quarter, and this will further ensure that government was being brought to the people and dealing with service delivery problems as and when they arose.

The co-operation Councillors were receiving from the officials was highly appreciated and while we are far from being a well-oiled machine, we are all working together and doing our best to better the lives of all the residents of Kouga Municipality.

One week of IDP meetings remained which was due to the postponement of some meetings due to load shedding and the concern for resident's safety and having to get home in the dark.

He extended his deep appreciation to the IDP team as well as the Public Participation Unit for ensuring that the meetings were successful.

The Municipality was well on track to tabling a credible IDP and Budget to Council before the end of May that would ensure Kouga Municipality remains legislatively compliant.

As we celebrated Freedom Day on Wednesday, and 28 years of democracy in South Africa, lets reflect that while we have political freedom, there are still other freedoms that we need to continue fighting for.

Some of these freedoms include economic freedom and as Council we need to continue striving to make Kouga an investor friendly Municipality that will mean more job creation for our residents.

Freedom from Gender Based Violence also needed attention and he urged all Councillors to support the launch of the Moral Regeneration Movement which will take place in late May.

There was a moral crisis in South Africa that was manifesting itself though crime, corruption, GBV, children on drugs and people having no option but to live on the streets.

By respecting human dignity and equality, a difference could be made in the moral fibre of our local communities and our nation.

He humbly requested everyone's support in the establishment of Moral Regeneration later this month.

He alerted Councillors that Day Zero was fast approaching and the message to save water had to be conveyed to communities. It was critical for extending the remainder of water in the dams and augmentation of borehole supply.

There had also been a slight resurgence of Covid-19 figures in the Municipality, and he urged all Councillors to take care and ensure that communities were safe.

He extended his gratitude to all.

8. **STATEMENTS OR COMMUNICATION BY THE EXECUTIVE MAYOR**

The Executive Mayor indicated that his speech will be in abeyance until the next Council meeting**.**

9. **REPORT BACK: SARAH BAARTMAN DISTRICT MUNICIPALITY REPRESENTATIVE**

Cllr Zana raised concern about the lack of reporting from the district representatives.

The Speaker requested that the DA Chief Whip and Cllr Zana meet to ensure that the report was tabled.

10. **REPORT BACK: INTERGOVERNMENTAL RELATIONS FORUM (IGR)**

None

The Speaker requested that a report be tabled at the next Council meeting.

Cllr Zana agreed with the Speaker.

Cllr Bornman requested that this be referred to the Collective meeting as there were matters that had to be addressed together with top management. A report would be created for the end of May.

11. **REPORT BACK: MUNIMEC**

None

12. **DISCLOSURE OF INTEREST**

Cllr B Dhludhlu requested a follow up on the status of signed declaration of interest forms.

The Speaker indicated that his Office was following up on the matter.

13. **STATUTORY MATTERS**

None

14. **MINUTES OF PREVIOUS MAYORAL COMMITTEE MEETING FOR NOTING**

14.1 Minutes of the Mayoral Committee meeting held on 21 February 2022 noted.

15. **CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETINGS**

15.1 **MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 31 MARCH 2022**

Cllr W Gertenbach on page 58, regarding the indigent drive that had to be done through ward offices, stressed the importance of this endeavour.

On page 68 which mentioned the decision for donation of obsolete items, he requested that Ward Councillors note this.

Resolved (29 April 2022)

1. That the minutes of the Ordinary Council meeting held on 31 March 2022 be accepted.

Proposed: W Gertenbach Seconded: D Benson

16. **MATTERS DEALT WITH IN TERMS OF DELEGATED AUTHORITY BY THE EXECUTIVE MAYOR**

(The reports by the Executive Mayor, in terms of the provisions of Section 63 of the Local Government Municipal Systems Act, 32 of 2000, on matters dealt with by the Executive Mayor in terms of delegated authority as detailed in the Minutes to be noted).

17. **REPORTS OF COMMITTEES OF COUNCIL**

None

18. **REPORT BY THE OFFICE OF THE MUNICIPAL MANAGER**

22/04/MM5 COUNCIL RESOLUTIONS AS AT 31 MARCH 2022

The Municipal Manager introduced the item.

Cllr T Jantjes stated that some items were longstanding and a more comprehensive discussion was required at the next Collective meeting. He proposed that a recommendation be included for the tabling of the item at the next Collective meeting.

Ald Benson seconded the proposal.

Resolved (29 April 2022)

1. That the updated Action Sheets reflecting resolutions of previous Council meetings and resolutions approved during the period of the Executive Mayor's Delegated Authority, be noted.

2. That it be noted that all resolutions are referred to Top Management meetings for discussion whereafter outstanding reports are submitted to their respective Portfolio Committee meetings.

3. That Directorates complete the Action sheets comprehensively, indicating the official responsible for actioning the recommendation, the due date, status of completion and tasks performed.

4. That the report be tabled at the next Collective meeting.

Proposed: T Jantjes Seconded: D Benson

19. **REPORTS BY THE EXECUTIVE MAYOR**

19.1 **REPORTS BY THE CHAIRPERSON: FINANCE**

22/04/F2 MONTHLY BUDGET STATEMENTS FOR THE PERIOD JULY 2021 TO FEBRUARY 2022 AND FINANCIAL STATE OF AFFAIRS OF THE MUNICIPALITY AS AT 28 FEBRUARY 2022 (2021/22 FINANCIAL YEAR)

The Executive Mayor tabled the items for Finance.

Cllr Gertenbach introduced the item and asked that the item be noted and that more time be spent on item 22/04/F21 as it was an updated version of the report.

Resolved (29 April 2022)

1. That the Executive Mayor notes Municipal Manager's report on the monthly budget statements, in accordance with Section 71(1) of the Municipal Finance Management Act.

2. That the monthly budget statements accordingly be submitted to Provincial Treasury as stipulated in Section 71(1) of the MFMA.

3. That the Section 71 report for the period ending 28 February 2022 to be noted by Council.

22/04/F12 SUPPLY CHAIN MANAGEMENT: S36 DEVIATIONS FOR THE MONTHS OF JANUARY 2022

Cllr Gertenbach introduced the item.

Cllr V Gunuza on behalf of the ANC caucus requested that recommendation 7.2 indicate that deviations be drastically reduced.

The Speaker asked that the Municipal Manager note this.

Cllr Yali supported the recommendations with the ANC's proposed amendment.

Ald Benson seconded the proposal.

Resolved (29 April 2022)

1. That Council approves the report.

2. That the use of S36 Deviations be drastically reduced as far as possible.

Proposer: V Gunuza Seconder: D Benson

22/04/F13 SUPPLY CHAIN MANAGEMENT: S36 DEVIATIONS FOR THE MONTHS OF FEBRUARY 2022

Resolved (29 April 2022)

1. That Council approves the report.
2. That the use of S36 Deviations be drastically reduced as far as possible.

Proposer: V Gunuza Seconder: D Benson

22/04/F21 MONTHLY BUDGET STATEMENTS FOR THE PERIOD JULY 2021 TO MARCH 2022 AND FINANCIAL STATE OF AFFAIRS OF THE MUNICIPALITY AS AT 31 MARCH 2022 (2021/22 FINANCIAL YEAR)

Cllr Gertenbach introduced the item which indicated that the Municipality was doing well considering the circumstances.

Cllr Dhludhlu stated that the accuracy of page 164 had to be checked as the dates appeared to be incorrect.

On page 170 which mentioned water saving, he requested feedback on the spending in this regard.

The Speaker on page 164, stated that it was a typo which had to read 31 March 2022.

On expenditure for water saving, he requested that the Municipal Manager comment.

The Municipal Manager stated that he would liaise with finance on the matter.

The Director: Corporate Services stated that the Adjustments Budget made provision for the installation of restrictors.

There had been a deviation and a service provider had been appointed. The installation of 200 restrictors had been piloted. The other initiatives varied from sorting leakages to pressure reducing techniques which were being implemented. Measures were ongoing.

Resolved (29 April 2022)

1. That Council notes Municipal Manager's report on the monthly budget statements, in accordance with Section 71(1) of the Municipal Finance Management Act.

2. The Executive Mayor's report on the implementation of the budget and the financial state of affairs of the municipality, in accordance with Section 52(d) of the MFMA be noted.

3. That the monthly budget statements accordingly be submitted to Provincial Treasury as stipulated in Section 71(1) of the MFMA.

22/04/F22 **BUDGET AND TREASURY: WITHDRAWALS FROM MUNICIPAL BANK ACCOUNT FOR THE QUARTER ENDED 31 MARCH 2022**

The Speaker noted that there were no speakers on the item.

Resolved (29 April 2022)

1. That the Council notes the withdrawals that were made in terms of section 11(1) (b) to (j) of the MFMA for the quarter ended 31 March 2022; and

2. That the report accordingly be submitted to the Provincial Treasury and Auditor-General as determined by section 11(4) (b) of the MFMA.

19.2 **REPORTS BY THE CHAIRPERSON: INFRASTRUCTURE & ENGINEERING**

22/04/I&E3 **WATER QUALITY REPORT**

The Executive Mayor tabled the items for Infrastructure and Engineering.

Cllr L Maree presented the item.

Cllr Zana requested clarity on the alternative measures mentioned within the recommendations. What would be done to improve the water quality? The colouring of water in the Gamtoos Valley was declining.

The Municipal Manager stated that a R100 million loan from The Development Bank of South Africa had been approved in the Adjustments Budget. Once the public participation for this had been completed and if there were no objections the loan could be used to improve water quality.

The Speaker questioned if the RO plants that would be funded through the loans were the proposed alternatives.

The Municipal Manager confirmed that he was correct.

Cllr Zana on the number of recently drilled boreholes, questioned whether this was a good investment, as the water required treatment.

The Municipal Manager responded that when drilling was done some water was of acceptable quality and could be placed into the system. Water was only tested after drilling and if the quality was not acceptable it was addressed in two ways- firstly blending and secondly a RO plant was used. RO plants would be used to address the iron and manganese levels in the borehole water in Humansdorp, St Francis Bay and Jeffreys Bay. This would be implemented in the upcoming months.

The Speaker stated that a lot more feedback on the water crisis was required. There had to be regular feedback through the Mayor's Office.

The Municipal Manager had to note the request for communication.

Resolved (29 April 2022)

1. Hankey

   That due to the Manganese level slightly exceeding the SANS limits, other alternatives be pursued to treat the water to be within **SANS** requirements.

2. Jeffreys Bay

   That due to the JBM boreholes(new boreholes) exceeding the Iron levels in terms of the SANS limits, alternative treatment processes be pursued to treat the water and bring it acceptable **SANS** standards. Therefore, it be noted that JBM boreholes (JBM2; JBM3; JBM4 & JBM5) have been put out of commission.

22/04/I&E9 **REPORT: ELECTRICAL MAINTENANCE REPORT JULY 2021 TO FEBRUARY 2022**

Cllr L Maree tabled the item.

Cllr L Nkilishane noted that 200 structures were completed but a few people were left out of the process in Golf Course, Humansdorp and he had created a list of these people. Some houses were left without electricity but everyone had to receive electricity.

The Speaker asked that the list be submitted to his office.

Cllr Gertenbach stated that electrical maintenance was a problem due to copper theft and illegal connections.

He proposed an additional recommendation, that drastic steps be taken by law enforcement to address cable theft and illegal connections.

Cllr Zana on page 219, stated that the mention of illegal structures had to be corrected to informal structures. Streetlights were maintained by Eskom in the Gamtoos Valley but there were issues in this regard. During the IDP process communities had raised concern about the matter. Eskom had to be pushed to improve the streetlights in Patensie and other small towns in the Gamtoos Valley.

The Speaker indicated that based on the discussion two additional recommendations had to be included which addressed theft and maintenance of streetlights respectively.

Cllr August proposed that the amended recommendations be accepted and was seconded by Cllr W van der Linde.

Resolved (29 April 2022)

1. That the report on electrical maintenance be noted.

2. That dedicated provision be made in the 2022/23 budget for electrification of illegal structures so as not to adversely affect the operational/maintenance budget.

3. That the human settlements department manage all informal settlements in terms of special development and approved layouts in all areas. This will enable the electrical department to apply for funding to electrify these areas and not utilise council funding.

4. That Law Enforcement actively police the theft of copper cables and illegal electrical connections.

5. That Eskom be engaged on the maintenance and repair of street lights in the Gamtoos Valley.

Proposed: C August Seconded: W van der Linde

22/04/I&E10 <u>REQUEST FOR APPROVAL FOR THE DEVIATION FROM KOUGA MUNICIPALITY AUGMENTATION POLICY</u>

Cllr Maree tabled the item.

Cllr Zana requested clarity on the implications of the item and whether it would create risk for the Municipality.

Cllr Bornman was concerned that the Municipality would lose out on the upgrade of infrastructure. He understood that the main developer wanted to sell plots to a secondary developer which would pay the fees individually.

This meant that the augmentation fees would be received over time in smaller portions which meant that it would take longer to upgrade infrastructure. He requested further clarification on the matter.

The Manager: Legal Services, stated that the Developer had an agreement with a third party, *Marina Invest*, in terms of the agreement 12 of the erven within the development would be transferred to *Marina Invest*. The amendment only spoke to the 12 erven that had to be deferred for 36 months. The fees for the remaining 27 erven in the development would be received as per the main agreement but the payment for the 12 erven transferred, the payment would be deferred for 36 months.

The Speaker stated that the 36 month period was the maximum period and regardless of whether Marina Investment sold the plots, the Municipality would receive the augmentation fees. If the property was sold within 6 months would this not be paid immediately?

The Legal Manager stated that if the sale happened before the end of the 36-month period, the fees would be payable, and fees could be collected if occurred before 36 months. The inclusion of the 36-month period was intended to limit the term for payment.

Cllr Bornman was not in agreement with the 36-month period and indicated that recommendation 5.3 had to be amended to indicate 12 erven and the period for payment.

The Manager: Legal Services agreed with the amendment. The term would form part of the agreement but could be addressed in the recommendations.

The Executive Mayor stated that three years was too lengthy, and Council had to consider amending this to 18 months.

The Speaker stated that based on the discussion, the recommendations had to be amended as proposed by Cllr Bornman and that an 18-month period for payment be included as well.

Cllr Bornman asked if the 18-month period was reasonable.

He proposed that the recommendations be accepted as amended.

The Municipal Manager stated that it was attainable and that 18 months could be accepted.

Cllr R Foley seconded the proposal.

Resolved (29 April 2022)

1. That Council approves the Deviation from the Kouga Municipality Augmentation Policy.

2. That Council authorises the Accounting Officer to conclude the Amendment Agreement to the Memorandum of Services Agreement ('MSA') dated 29 October 2009.

3. That Council supports and approves the control measure, namely: that these 12 erven be red - flagged at the Treasury Department so that when the required rates clearance is applied for to transfer erven, the Treasury Department can notify:

   - The Infrastructure and Engineering Department to determine the required Augmentation to be paid

   - The Building Control Section so that they can request proof of payment of the required Augmentation fee as part of the submission documents prior to approving building plans for those particular erven

4. That the time period for the payment of the augmentation levies be set to 18 months and that the agreement be amended accordingly.

Proposed: H Bornman Seconded: R Foley

19.3 **REPORTS BY THE CHAIRPERSON: PLANNING, DEVELOPMENT & TOURISM**

22/04/PDT4 ALLOCATION PROCESS OF 200 HOUSES IN OCEANVIEW 1500 PROJECT

The Executive Mayor tabled the items for Planning, Development and Tourism.

Cllr Bornman introduced the item.

Cllr Nkilishane stated that the EFF was not in support of the list of beneficiaries as it was done by officials without the involvement of the committee or Councillors. The minutes of the meeting where the decision was taken had to be provided. The list was suspicious, and the EFF was not in support of it.

Cllr Yali stated that he had tried to organise that the department have a meeting with beneficiaries of 1500 houses for a progress update since January 2022 but this had failed. The Speaker and Municipal Manager were aware of the urgent request to have a meeting with the beneficiaries. He supported Cllr Nkilishane and requested that the list be deferred to the next Council meeting. There were several individuals on the list that had not met criteria for phase one.

This was a long overdue project and having person's not meeting the criteria on the list would collapse the project.

Cllr Bornman agreed with the Councillors and stated that other Councillors had also pointed out matters which had to be addressed. He proposed that both the recommendations be deleted and that a recommendation be made to indicate that a beneficiary's list verification meeting be held within the next 14 days.

The Speaker requested that a meeting with beneficiaries be included as well.

Cllr Bornman agreed and added that a recommendation be included to indicate that the verified list be returned to Council.

Cllr Dayimani stated that there had previously been a Council resolution for the establishment of Housing Committees across all the wards.

The Speaker asked that Cllr Bornman investigate Housing Committees.

The Executive Mayor requested comment on the status of Housing Committees and whether criteria for beneficiaries could be waivered as it was set by the province and not the Municipality.

The Municipal Manager asked that the Director or Manager: Human Settlements respond. According to his knowledge the criteria was determined by the Department of Human Settlements and the Municipality did not have much control.

The Director: PDT stated that she was unsure whether the Municipality could deviate from the criteria. Correspondence had been received from the Department of Human Settlements and it was a national stance that the criteria of elderly and disabled be used for the first phase of top structures. An attempt could be made to motivate for deviation, but this was the criteria as per the correspondence.

On the Housing Committees, she stated that the committees were not fully functional in some wards, but work was being done to resuscitate and review the committees.

The Executive Mayor stated that if the committees were not consulted on the beneficiary list, a resolution of Council was not adhered to.

The Speaker requested a way forward.

Cllr Bornman proposed that Council proceed with original amendments.

The Executive Mayor proposed that additional recommendation be added which indicated that the Housing Committees had to be resuscitated as a matter of urgency.

Cllr Yali requested that new Councillors form part of the committees and the committees be capacitated where necessary.

Cllr Bornman seconded the Executive Mayor.

Resolved (29 April 2022)

1. That a special meeting for Beneficiary List Verification be held within the next 14 days.
2. That a meeting with beneficiaries be held as per the request at the IDP meeting within the next 14 days.
3. That a verified list of beneficiaries be tabled at the next Council meeting.
4. That Housing Committees be resuscitated as a matter of urgency.

Proposed: H Hendricks Seconded: H Bornman

22/04/PDT7 SPONSORSHIP AGREEMENT FROM TASTE EXPERIENCES T/A CONCOURS SUR MESURE REQUEST EVENT SUPPORT FOR THE CONCOURS SUR MESURE FESTIVAL FROM 27 – 30 OCTOBER 2022

Cllr Bornman tabled the item.

Cllr Zana requested that all sponsorship items 22/04/PDT 7 – 12 be combined for approval.

The Speaker asked that the items be dealt with separately.

Cllr Zana raised concern about festivals mainly being on the coastal belt of Kouga whilst other communities was left out. Kruisfontein and Kwanomzamo had to be considered for a festival.

A lot of funds were injected into festivals but there had to be an analysis on whether the figures reflected that the investment was value for money. Were locals being employed? The Municipality had to look into festivals in poorer communities.

The Executive Mayor stated that he had seen a report on the benefits of recent Easter Festival which were positive. He agreed with attracting events across the region. There was engagement with DSRAC for the return of the Hankey Jazz Festival and the Mayoral Cup would be spread across the region. It was difficult to control event proposers and Council had to consider incentives for having events in certain locations. He proposed that when events were in Jeffreys Bay that the institution make transport available. Getting tourism was part of the Events Capital strategy. He would do research on who was benefitting from events.

The Speaker indicated that the Easter Festival was a success and noted Cllr Zana's comments.

Cllr Foley suggested that the marketing strategies be amplified so that all the regions of Kouga were aware. The marketing for all sponsored events local marketing be amplified.

The Speaker stated that this had to be noted for all the sponsored events.

Cllr Bornman was in full agreement.

Cllr F Heystek proposed that the recommendations be approved and was seconded by Cllr Dhludhlu.

Resolved (29 April 2022)

1. That Council approves the funding amount of R250 000.00 (Two Hundred and Fifty Thousand Rand) excluding vat. towards the Concours Sur Mesure Festival hosted in the Kouga Local Municipalarea from 27 – 30 October 2022.

2. That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement / SLA with Taste Experiences T/A Concours Sur Mesure in respect of sponsorship stated in (1.) above.

Proposed: F Heystek Seconded: B Dhludhlu

22/04/PDT8 <u>SPONSORSHIP AGREEMENT FROM SURFING SOUTH AFRICA REQUESTING EVENT SUPPORT FOR THE SOUTH AFRICA LONGBOARD CHAMPIONSHIPS IN AUGUST 2022</u>

Cllr Bornman introduced the item.

Cllr Maree proposed that the recommendations be approved and was seconded by Cllr Foley.

Resolved (29 April 2022)

1. That Council approves the funding amount of R300 000.00 (Three Hundred Thousand and) excluding vat towards the 2022 SA Longboard Championships hosted in the Kouga Local Municipal area in August 2022.

2. That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement / SLA with Surfing South Africa in respect of sponsorship stated in (1.) above.

Proposed: L Maree Seconded: R Foley

22/04/PDT12 <u>SPONSORSHIP AGREEMENT FROM KINETIC EVENTS REQUEST EVENT SUPPORT FOR THE 2023 ADVENTURE RACING WORLD CHAMPIONSHIPS PRE-LAUNCH AND MARKETING IN 2021/2022 AND 2022/2023</u>

Cllr Bornman introduced the item.

Cllr Heystek proposed that the recommendations be approved and was seconded by Cllr Foley.

Resolved (29 April 2022)

1. That Council approves the funding amount of R490 000.00 (Four Hundred and Ninety Thousand rand only) towards the 2022 event pre-launch and marketing budget for the 2023 Expedition Africa Kouga-Adventure Racing World Championships hosted in the Kouga Local Municipal area in 2023.

2. That Council approves funding amount of R1 000 000.00 (One Million Rands Only) in 2023 for hosting the 2023 Expedition Africa Kouga- Adventure Racing World Championships hosted in the Kouga Local Municipal area in 2023.

3. That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement / SLA with Kinetic Events respect of sponsorship stated in (1.) above.

Proposed: F Heystek Seconded: R Foley

22/04/PDT13 <u>3-YEAR SPONSORSHIP PROPOSAL FROM THE WORLD SURF LEAGUE (WSL) TO REQUEST EVENT SUPPORT TO HOST THE J-BAY OPEN SURF FROM 2022 – 2024 IN JEFFREYS BAY</u>

Cllr Bornman introduced the item.

The Director: PDT stated that the year "2022/23" had to be indicated for the R1.6 million funding as the year had been omitted.

Cllr Foley proposed that the amended recommendations be accepted and was seconded by Cllr van Niekerk.

Resolved (29 April 2022)

1. That Council approves the funding proposal and 3-year sponsorship request submitted by the World Surf League (WSL) for the J-Bay Open Surf event hosted in Kouga Municipality as follows:

   i) R1,5 million (One Million Five Hundred Rand) all-inclusive in financial year 2021/2022.
   ii) R1,6 million (One Million Six Hundred Rand) all-inclusive in the financial year 2022/2023; and
   iii) R1,7 million (One Million Seven Hundred Rand) all-inclusive in the financial 2023/2024.

2. That Council authorizes the Accounting Officer to conclude a 3-year Sponsorship Agreement / SLA with the World Surf League (WSL) in respect of sponsorship stated in (1.) above.

Proposed: R Foley Seconded: M van Niekerk

22/04/PDT14 ESTABLISHMENT AND RECOGNITION OF THE KOUGA SMME FORUM

Cllr Bornman tabled the item and stated that a number of things had happened behind the scenes since the item had been drafted. He proposed that the item be withdrawn to allow for the creation of a more inclusive item for SMMEs in Kouga.

Cllr Yali stated that the item made provision for other forums or chambers that wanted to be included thus Council could continue. Any form of upliftment for small businesses were supported. The LED department had to ensure that there were development programmes for the various chambers.

Cllr Bornman stated that the one forum mentioned did not qualify and the other had split. The recommendations were in order but the item itself was no longer applicable. He was not withdrawing the item but proposing that the item be deferred to the next Council meeting when more clarity could be determined regarding forums.

Cllr Yali supported the item.

Resolved (29 April 2022)

1. That the item be deferred to the next Council meeting.

22/04/PDT15 GRANT IN AID APPLICATIONS FOR THE 2021/22 CALENDAR YEAR

Cllr Bornman introduced the item and proposed that an additional recommendation 5.2 be included which indicated that the Grant in Aid policy be workshopped at the next policy workshop.

Cllr Yali requested an informative programme for all organisations in Kouga to ensure that their applications were improved.

The Speaker asked that this be included in the recommendations.

Cllr Bornman stated that there was an open-door policy and those not approved could be assisted. He had also proposed the policy be workshopped in hope that further provisions could be added to assist applicants.

The Speaker indicated that communities could be educated on the policy and applications during the public participation process may be made.

Cllr Dhludhlu stated that rejected applicants should be invited to reapply once the policy had been reviewed. He proposed that the amended recommendations be accepted and seconded by Cllr Gertenbach.

Resolved (29 April 2022)

1. That Council **approves** the recommendations of the Grant- in- Aid Committee to allocate funds as follows:

ORGANISATION	GRANT ALLOCATION
On Eagles' Wings	R 8 000.00 (for sewing item in the business plan)

2. That the Grant in Aid policy be workshopped and that communities be educated on the policy and application process during the public participation process.

Proposed: B Dhludhlu Seconded: W Gertenbach

22/04/PDT16 ALLOCATION OF 200 INFORMAL HOUSES IN KRUISFONTEIN

Cllr Bornman introduced the item.

Cllr Zana noted the item and stated the same project had to be done in Ocean View.

Resolved (29 April 2022)

1. That the report in respect of the 200 Kruisfontein informal housing project allocation be noted.

22/04/PDT17 WAIVING OF BUILDING CONTROL PENALTY FEES FOR ERF 875 JEFFREYS BAY RESIDENTIAL DEVELOPMENT

Cllr Bornman introduced the item and requested that it be referred to MPAC for further investigation.

Cllr Foley proposed that the amended recommendations be approved and was seconded by Cllr Jantjes.

Resolved (29 April 2022)

1. That Council notes the content of this report.
2. That Council **approves the waiver of penalty fees** of R139 368,00, (One Hundred and Thirty Nine, Three Hundred and Sixty Eight Rands only), relating to unauthorized building works for Erf 875 Jeffreys Bay.
3. That the matter be referred to MPAC for further investigation.

Proposed: R Foley Seconded: T Jantjes

22/04/PDT18 COUNCIL DISPOSAL OF ERF 353, HUMANSDORP (OLD CARAVAN PARK) FOR A SOCIAL HOUSING PROJECT

Cllr Bornman introduced the item.

Cllr Zana noted that there was a public participation process and enquired on how this had gone and what the community's response was. He noted that National Treasury had been informed.

Cllr Bornman stated that the public participation mentioned in the item spoke to development of a Social Housing Project. There had been a call for development on the dilapidated caravan park. The Director: PDT could comment on the outcome of the public participation process. There was not much interest in the property for development. The background talks to a long-term lease which was not realised therefore the social housing avenue was approached- which would benefit the community greatly.

The Executive Mayor stated that the item was introduced to Council in 2014, to have the caravan park developed and it had since gone to communities at various stages. The caravan park had been a hub for crime and there was a sense of urgency for development. The consensus was that there be development on the pocket of land, and he had not seen any objections.

The Director: PDT stated that the Deputy Mayor and Mayor had covered the background well. On the very last public participation notice, she said there were no objections and there was none as well for previous two attempts. Bidders were not responsive in the first approach and the unsolicited approach did not receive objections. Treasury had not rejected the unsolicited process. Based on lessons from the previous attempts, social housing would be a better use of the space.

Cllr Zana enquired on who would be the owners of the land.

Cllr Bornman stated that there were different models for social housing, but this would depend on proposals received. At this stage the aim is to get proposals. The various models and specifics would be determined at a later stage.

Cllr Jantjes proposed that the recommendations be accepted.

Cllr Dhludhlu seconded the proposal, noting that there were no financial implications for demolition of structures currently on the land as this was not mentioned in the item.

Resolved (29 April 2022)

1. That the Social Housing with (mixed use component) project proposed for Erf. 353, Humansdorp as indicated on plan **(Annexure A**) be approved by Council.

2. That the Humansdorp Social Housing project be included in the IDP.

3. That the Planning Development and Tourism Directorate prepare a Request for Proposals document for advertising/publication.

Proposed: T Jantjes Seconded: B Dhludhlu

19.4 **REPORTS BY THE CHAIRPERSON: COMMUNITY SERVICES**

22/04/CS9 AMENDMENT OF COUNCIL RESOLUTION NO: 15/03/F14 – IRMA BOOYSEN NATURE RESERVE, CAPE ST FRANCIS

The Executive Mayor tabled the items for Community Services.

Ald Benson introduced the item and stated that all the land belonged to the Municipality.

He indicated that Cllr Oliphant- who had asked for permission- had left the meeting.

Cllr Maree proposed that the recommendation be approved and was seconded by Cllr Heystek.

Resolved (29 April 2022)

1. That the Council of the Kouga Local Municipality amend the previous Council Resolution pertaining to the proclamation of municipal properties as a Nature Reserve (Council Resolution No. 15/03/F14) with the following:

    - Kouga Local Municipality is the registered owner of the immovable properties listed below, and the municipal Council consents to have such properties declared as part of an existing local Nature Reserve, known as the Irma Booysen Flora Reserve, in terms of section 23(1)(a)(ii) of the National Environmental Management: Protected Areas Act (No. 57 of 2003):

        - Remainder of Erf 832 Kaap St Francis, Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 53,3297 (Fifty Three comma Three Two Nine Seven) hectares, held by Certificate of Consolidated Title Number T85275/2000CTN.

        - Erf 839 (Portion of Erf 833) Kaap St Francis, Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 7929 (Seven Thousand Nine Hundred and Twenty Nine) square metres, held by Certificate of Registered Title Number T85276/2000CTN.

        - Erf 477 Kaap St Francis (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 18,4451 (Eighteen comma Four Four Five One) hectares, held by Deed of Transfer Number T1653/2018.

        - Erf 761 Kaap St Francis, Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 2,5391 (Two comma Five Three Nine One) hectares, held by Deed of Transfer Number T800/2018.

- Erf 1997 Sea Vista (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 3,5805 (Three comma Five Eight Zero Five) hectares, held by Deed of Transfer Number T56152/1990CTN.

- Erf 234 Kaap St Francis (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 2,9625 (Two comma Nine Six Two Five) hectares, held by Deed of Transfer Number T19682/2021.

- Erf 187 Kaap St Francis (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 5292 (Five Thousand Two Hundred and Ninety Two) square metres, held by Deed of Transfer Number T19683/2021.

- Erf 348 Kaap St Francis (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 10,3232 (Ten comma Three Two Three Two) hectares, held by Deed of Transfer Number T652/2022.

- Erf 178 Kaap St Francis (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 4,8529 (Four comma Eight Five Two Nine) hectares, held by Deed of Transfer Number T22694/2021.

- Erf 171 Kaap St Francis (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 5177 (Five Thousand One Hundred and Seventy Seven) square metres, held by Deed of Transfer Number T22695/2021.

- Kouga Local Municipality agrees to be assigned and accept such assignment as the Management Authority for the Irma Booysen Flora Reserve, in terms of section 38(2)(a), section 38(3), and section 39(1) of the National Environmental Management: Protected Areas Act (No. 57 of 2003).

- Kouga Local Municipality may enter into a co-management agreement with a suitably qualified and resourced party (e.g., conservation partners) to help support the ongoing management of the Nature Reserve, as provided for under section 42 of the National Environmental Management: Protected Areas Act (No. 57 of 2003).

- The Accounting Officer / Municipal Manager of the Kouga Local Municipality is duly authorised to perform any and all such acts relating to the signing of the necessary documents, on behalf of the Kouga Local Municipality as the registered landowner, pursuant to the execution of the abovementioned resolutions contained herein.

Proposed: L Maree Seconded: F Heystek

22/04/CS18 DELEGATION TO ATTEND SECOND PHASE CLIMATE CHANGE PARTNERSHIP PROGRAM IN GERMANY

Ald Benson introduced the item.

Cllr Gunuza stated that the ANC caucus congratulated the delegation and requested that a report be submitted upon their return. She was seconded by Cllr Jantjes.

The Speaker indicated that the recommendations made provision for a report back.

The Executive Mayor on page 417, stated that the dates for the trip had to be corrected to: 7 May to 18 May 2022.

Resolved (29 April 2022)

1. That the Council grant approval for the delegation (As follows: Executive Mayor Horatio Hendricks, Director Community Services Nomvula Machelesi and Manager office of the Mayor Anene Jonck) to attend the second phase partnership programme in Ilsfeld, Germany.

2. That Council endorse the Executive Mayor to sign the second phase twinning agreement between Ilsfeld Municipality, Germany and Kouga Municipality.

3. That Council approves all relevant S&T and other incidental costs.

4. That a comprehensive report back be submitted to Council.

Proposed: V Gunuza Seconded: T Jantjes

22/04/CS19 REVIEW OF THE EASTERN CAPE AND KOUGA MUNICIPALITY INTEGRATED WASTE MANAGEMENT PLAN (IWMP)

Ald Benson introduced the item.

Cllr Zana welcomed the item. There were concerns regarding landfills and he wanted to know what the document proposed regarding this. Land fill sites had to be secured as there were people residing on these sites. He welcomed the provisions for illegal dumping.

The Speaker stated that these matters had to be monitored.

Ald Benson asked the Manager: Waste Management to comment on people living on the land fills.

The Manager: Waste Management on people living on land fills, stated that the issue was a lack of fencing, but it was extremely expensive to erect a concrete fence. She stated that there was a record of persons living on the sites and it was not ideal, but this was one of the priorities that funding applications would be made for.

The Municipality tried to limit the number of people living on sites and recycling programmes were being introduced to reduce items going to landfills. There were other projects to address these matters and illegal dumping. She said that there could be a workshop on the reviewed plan.

The Speaker stated that if Councillors wanted to attend a workshop on the Plan, his office could be emailed, and it could be coordinated.

Cllr Foley proposed that the recommendations be approved and was seconded by Cllr Zana.

Resolved (29 April 2022)

1. That the review of the Eastern Cape and Kouga Municipality Integrated Waste Management Plan (IWMP) be adopted.

Proposed: R Foley Seconded: V Zana

19. **CLOSURE**

The meeting closed at 12:22

_____ _____

B WILLIAMS **DATE**
SPEAKER

MATTERS DEALT WITH IN TERMS OF DELEGATED AUTHORITY BY THE EXECUTIVE MAYOR

REPORTS BY THE OFFICE OF THE MUNICIPAL MANAGER

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

OFFICE OF THE MUNICIPAL MANAGER

DATE: 31 MAY 2022 **ITEM NO: 22/05/MM1**

COUNCIL RESOLUTIONS AS AT 29 APRIL 2022

1. Introduction

The purpose of this item is to provide a report back on progress of Council Resolutions.

2. Background

The Action Sheets reflect outstanding Council resolutions for all Directorates.

3. Recommendation

3.1 That the updated Action Sheets reflecting resolutions of previous Council meetings and resolutions approved during the period of the Executive Mayor's Delegated Authority, be noted.

3.2 That it be noted that all resolutions are referred to Top Management meetings for discussion whereafter outstanding reports are submitted to their respective Portfolio Committee meetings.

3.3 That Directorates complete the Action sheets comprehensively, indicating the official responsible for actioning the recommendation, the due date, status of completion and tasks performed.

Item prepared by: The Director: Corporate Services

Item endorsed by: The Chief Financial Officer

Item endorsed by: The Acting Director: Infrastructure & Engineering

Item endorsed by: The Director: Community Services

Item endorsed by: The Director: Planning, Development & Tourism

Item approved by: The Municipal Manager

COMMUNITY SERVICES: ACTION SHEET - COUNCIL

MEETING DATE	ITEM NO	ITEM DESCRIPTION	RESOLUTION	ACTION TAKEN	RESPONSIBLE OFFICIAL	CURRENT STATUS COMPLETED NOT COMPLETE IN PROGRESS ON GOING NO ACTION REQUIRED
29-Aug-19	19/08/CS13	APPLICATION FOR THE MANAGEMENT OF THE ASTON BAY COMMUNITY HALL BY THE ASTON BAY RATEPAYERS ASSOCIATION	That the granting of control and management of Aston Bay Community Hall to the Aston Bay Ratepayers Association be supported in principle.	A follow upInspection was done on 2 May 2022 and the outstanding repairs identified. The SLA is been reviewed and the handover to ABR is plnned for end June 2022.	Director: Community Services	
30-Oct-19	19/10/CS13	CUSTODIANSHIP: KRUISFONTEIN SPORTS FIELD	That Council grants custodianship to the Kruisfontein United Rugby Club, an Eastern Cape Premier League competitor club, for the Kruisfontein Sports Field as a pilot project for a period of 9 years and 11 months.	A Sports Council was established on 21 August 2021, Public participation cntinuing in conjuction with the Public Participation Unit	Director: Community Services and Public Participation	
			That a Service Level Agreement be drawn up between the Municipality and the Kruisfontein United Rugby Club, to clarify the roles and responsibilities, including the conditions on which such custodianship is granted	Service Level Agreement will be drawn up after the Public Participation is finalised	Director: Community Services Manager: Legal Services	
			That the custodianship initiative be communicated to Ward 4, 5 and 15 residents through a Public Participation Process.	The process was not finalized and will be organised.	Public participation unit	
31-May-21	21/05/CS6	ST FRANCIS BAY REVETMENT	That the 80 meter of the authorized area that was left unprotected be finalized in the 2021/22 financial year.	67 meters of revetment was constructed and the project to be finalised in 2022/23	Dir. Community Services	
30-Jul-21	21/07/CS6	UPDATE REPORT ON OYSTER BAY DUNE REHABILITATION	That the task team be given time to explore Mr. Brandstetter's option of purchasing Erf 386 before continuing with plans to register a servitude.	Decision was taken with I&E to regravel Brander Street and provide Access to the residents	Community Services/Legal	
	21/07/CS7	NOORSEKLOOF NATURE RESERVE MANAGEMENT PLAN	That the draft plan be workshopped with all the Kouga Municipality directorates for inputs and advise.	Plan has been submitted to ECPTA agency, waiting for a response	Dir. Community Services	

29-Apr-22	**22/04/CS9**	**AMENDMENT OF COUNCIL RESOLUTION NO: 15/03/F14 – IRMA BOOYSEN NATURE RESERVE, CAPE ST FRANCIS**	That the Council of the Kouga Local Municipality amend the previous Council Resolution pertaining to the proclamation of municipal properties as a Nature Reserve (Council Resolution No. 15/03/F14) with the following: •Kouga Local Municipality is the registered owner of the immovable properties listed below, and the municipal Council consents to have such properties declared as part of an existing local Nature Reserve, known as the Irma Booysen Flora Reserve, in terms of section 23(1)(a)(ii) of the National Environmental Management: Protected Areas Act (No. 57 of 2003). •Remainder of Erf 832 Kaap St Francis, Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 53,3297 (Fifty Three comma Three Two Nine Seven) hectares, held by Certificate of Consolidated Title Number T85275/2000CTN. •Erf 839 (Portion of Erf 833) Kaap St Francis, Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 7929 (Seven Thousand Nine Hundred and Twenty Nine) square metres, held by Certificate of Registered Title Number T85276/2000CTN. •Erf 477 Kaap St Francis (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 18,4451 (Eighteen comma Four Four Five One) hectares, held by Deed of Transfer Number T1653/2018. •Erf 761 Kaap St Francis, Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 2,5391 (Two comma Five Three Nine One) hectares, held by Deed of Transfer Number T800/2018. •Erf 1997 Sea Vista (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 3,5805 (Three comma Five Eight Zero Five) hectares, held by Deed of Transfer Number T56152/1990CTN. •Erf 234 Kaap St Francis (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 2,9625 (Two comma Nine Six Two Five) hectares, held by Deed of Transfer Number T19682/2021. •Erf 187 Kaap St Francis (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 5292 (Five Thousand Two Hundred and Ninety Two) square metres, held by Deed of Transfer Number T19683/2021. •Erf 348 Kaap St Francis (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 10,3232 (Ten comma Three Two Three Two) hectares, held by Deed of Transfer Number T652/2022. •Erf 178 Kaap St Francis (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 4,8529 (Four comma Eight Five Two Nine) hectares, held by Deed of Transfer Number T22694/2021. •Erf 171 Kaap St Francis (Public Place), Kouga Local Municipality, Division Humansdorp, Province Eastern Cape. In extent 5177 (Five Thousand One Hundred and Seventy Seven) square metres, held by Deed of Transfer Number T22695/2021. •Kouga Local Municipality agrees to be assigned and accept such assignment as the Management Authority for the Irma Booysen Flora Reserve, in terms of section 38(2)(a), section 38(3), and section 39(1) of the National Environmental Management: Protected Areas Act (No. 57 of 2003). •Kouga Local Municipality may enter into a co-management agreement with a suitably qualified and resourced party (e.g., conservation partners) to help support the ongoing management of the Nature Reserve, as provided for under section 42 of the National Environmental Management: Protected Areas Act (No. 57 of 2003). •The Accounting Officer / Municipal Manager of the Kouga Local Municipality is duly authorised to perform any and all such acts relating to the signing of the necessary documents, on behalf of the Kouga Local Municipality as the registered landowner, pursuant to the execution of the abovementioned resolutions contained herein.	The Department will incoporate ervens into Erma Booysen reserve. Conservation outcomes has already prepared the documentation for proclamation of the new ervens submission. The coucil resolution will also be submitted to Land Reform to check for pending land claims.	Dir. Communtiy Services	

29-Apr-22	22/04/CS18	**DELEGATION TO ATTEND SECOND PHASE CLIMATE CHANGE PARTNERSHIP PROGRAM IN GERMANY**	That the Council grant approval for the delegation (As follows: Executive Mayor Horatio Hendricks, Director Community Services Nomvula Machelesi and Manager office of the Mayor Anene Jonck) to attend the second phase partnership programme in Ilsfeld, Germany.		Community Srvices/ Office of EM	
			That Council endorse the Executive Mayor to sign the second phase twinning agreement between Ilsfeld Municipality, Germany and Kouga Municipality.	Noted	Community Srvices/ Office of EM	
			That a comprehensive report back be submitted to Council.	Noted	Community Srvices/ Office of EM	
	22/04/CS19	**REVIEW OF THE EASTERN CAPE AND KOUGA MUNICIPALITY INTEGRATED WASTE MANAGEMENT PLAN (IWMP)**	That the review of the Eastern Cape and Kouga Municipality Integrated Waste Management Plan (IWMP) be adopted.	Noted	Community Srvices	

INFRASTRUCTURE & ENGINEERING: ACTION SHEET - COUNCIL

MEETING DATE	ITEM NO	ITEM DESCRIPTION	RESOLUTION	ACTION TAKEN	RESPONSIBLE OFFICIAL	CURRENT STATUS COMPLETED NOT COMPLETE IN PROGRESS ON GOING NO ACTION REQUIRED
26-Feb-21	**21/02/I&E5**	**KOUGA MUNICIPALITY ELECTRICITY: RENEWABLE ENERGY GENRATION APPLICATION TO THE MINISTER OF MINERAL & ENERGY RESOURCES**	Council pprove the item to allow Kouga to apply for the non-lending support from DBSA through COGTA.	in a meeting held on the 3rd of March 2022, Kouga was proposed to receive R 1.2mill non-lending support between COGTA & DBSA to assist with the compilatipon of the feasibility study on the land envisgaed for a renewable energy generation project. An EIA is nessesary to start the procurement process should Kouga be intrested in going this route.Awaiting for feedback from COGTA and DBSA, feesability study at Melkhout, Will report on progress after reciept . Project is on IDP, Process report will be provided	Manager: Electrical	
31-Mar-22	**22/03/I&E1**	**RE: PROGRESS ON GRANT FUNDING (MIG, WSIG & EPWP) AS AT END DECEMBER 2021**	That the challenges with regards to the Sea Vista Sports Field be noted and that should the procurement process not go as planned, the roll-over funds to complete the project will be lost.	Contractor on site. Project to be completed end June, no roll-over		
	22/03/I&E2	**STATUS OF THE WESTON WASTE WATER TREATMENT WORKS**	That I&E present an updated report with a clear way forward at the next Portfolio Committee meeting .			
	22/03/I&E4	**RE: AUTHORITY TO ENDORSE AND DISPATCH DBSA AGREEMENT ON BEHALF OF COUNCIL**	That Council approve the request to grant the Municipal Manager authorisation rights to endorse and dispatch the DBSA agreement on behalf of Kouga Municipality.	no action required from I&E	Finance	

29-Apr-22	22/04/I&E3	WATER QUALITY REPORT	Hankey: That due to the Manganese level slightly exceeding the SANS limits, other alternatives be pursued to treat the water to be within SANS requirements.			
			Jeffreys Bay: That due to the JBM boreholes(new boreholes) exceeding the Iron levels in terms of the SANS limits, alternative treatment processes be pursued to treat the water and bring it acceptable SANS standards. Therefore, it be noted that JBM boreholes (JBM2; JBM3; JBM4 & JBM5) have been put out of commission.	engaging service providers in exploring alternatives to treat iron & Magnesium		
	22/04/I&E9	REPORT: ELECTRICAL MAINTENANCE REPORT JULY 2021 TO FEBRUARY 2022	That dedicated provision be made in the 2022/23 budget for electrification of illegal structures so as not to adversely affect the operational/maintenance budget.	This place huge strain on the elctrical infrastructure.	Manager; Electricity	
			That the human settlements department manage all informal settlement in terms of special development and approved layouts in all areas, this will enable the electrical department to apply for funding to electrify these areas and not utilise council funding.	The DMRE only provide funding to registered erven, even if it is not a brick build structure.	Manager; Electricity	
			That Law Enforcement actively police the theft of copper cables and illegal electrical connections.	Electricians are spending ample time opening cases on copper theft, this time could have been used to do electrical maintenace on infrastructure.	Manager; Electricity	
			That Eskom be engaged on the maintenance and repair of street lights in the Gamtoos Valley.	Monthly notification send out to Kouga on streetlight repair program running in the GV.	Manager; Electricity	
	22/04/I&E10	REQUEST FOR APPROVAL FOR THE DEVIATION FROM KOUGA MUNICIPALITY AUGMENTATION POLICY	That Council authorises the Accounting Officer to conclude the Amendment Agreement to the Memorandum of Services Agreement ('MSA') dated 29 October 2009.			
			That Council supports and approves the control measure, namely: that these 12 erven be red - flagged at the Treasury Department so that when the required rates clearance is applied for to transfer erven, the Treasury Department can notify: -The Infrastructure and Engineering Department to determine the required Augmentation to be paid -The Building Control Section so that they can request proof of payment of the required Augmentation fee as part of the submission documents prior to approving building plans for those particular erven			
			That the time period for the payment of the augmentation levies be set to 18 months and that the agreement be amended accordingly.			

OFFICE OF THE MM: ACTION SHEET - COUNCIL

MEETING DATE	ITEM NO	ITEM DESCRIPTION	RESOLUTION	ACTION TAKEN	RESPONSIBLE OFFICIAL	CURRENT STATUS COMPLETED NOT COMPLETE IN PROGRESS ON GOING NO ACTION REQUIRED
30-Jul-19	19/07/MM4	**RESCISSION OF A COUNCIL RESOLUTION – 17/8/F23 OF A COUNCIL MEETING HELD ON 31 AUGUST 2017**	That Erf 873, Jeffreys Bay, in extent of 82,908ha be subdivided and rezoned for sporting facilities and that the remainder of Portion Erf 873, Jeffreys Bay, be rezoned for future development.	Due to budget contraints the service provider could not be appointed - sufficient provision has been made on the adjustment budget and the process will now commence. Feed back at next meeting	Planning & Development	
			That a long-term lease agreement for the remainder of Erf 873, Jeffreys Bay, be considered after the subdivision, rezoning and public participation processes have been finalised.	LAC made an award for the lease of the Jeffreys Bay Golf Klub to the Jeffreys Bay Golf Klub. A proposed contract was forwarded to the Golfklub for their input and signature. Item for final approval to serve at the next Special Council meeting.	Planning & Development	
12-Dec-19	19/12/MM6	**PURCHASE OF PORTION 77: FARM KLAARFONTEIN: THORNHILL**	The Municipal Manager be empowered to: (a)Re-negotiate with Tony Ward Family Trust for the purchasing of portion 77 of 449 Klaarfontein. (b)Re-negotiate the selling price of portion 77 of 449 Klaarfontein which is not to be more the R130 000 and to be in line with the value as determined by DDP Valuers. (c)Initiate and authorise all procedures including legal and land surveyor requirements that may be required to ensure the finalisation of the entire process to secure the land on which the elevated water tower is currently situated.	Offer to purchase has been signed. The Conveyancer attending to the transfer has been appointed. Transfer in progress. . Clearance certificate has been issued to Seller and transfer can proceed.	Manager: Legal Services	
30-Jan-20	20/01/MM1	**COUNCIL RESOLUTIONS FOR 12 DECEMBER 2019**	That the management/custodianship initiatives of all Kouga Sports fields in respective Wards be considered with public participation process to be followed **(refer to item 19/10/CS13 – Custodianship: Kruisfontein Sports Field).**	Draft Agreement submitted to Manager Parks & Community Amenities in December 2019.	Director: Community Services	
			That the relevant Directorate submit a status report on the development proposal on portion of erf 499: Humansdorp **(19/12/PD6)** be submitted to the next Council meeting.	Council subsequently approved the development of the Biomass Harvesting and Processing on Erf 499 - 20/07/CS7. Item is at BID SPEC	Director: PD&T and Director: Community Services	
26-Feb-21	21/02/MM9	**APPROVAL OF TERMS OF REFERENCE FOR THE KOUGA MUNICIPALITY FINANCIAL MISCONDUCT DISCIPLINARY BOARD**	That reporting procedures for persons to report allegations of financial misconduct and financial offences on a confidential basis, be established.	The review of the current whisteblowing policy is under discussion, which review will incorporate the reporting procedure. Draft Policy to be submitted for inclusion on the Policy Workshop Agenda dated 25 May 2022. Hotline required; enaging with SBDM to assist with localised hotline	Manager: Legal Services	
			That the reporting procedures be made public in accordance with Section 21(1)(a) and (b) of the Municipal Systems Act.	The review of the current whisteblowing policy is under discussion, which review will incorporate the reporting procedure. Draft Policy to be submitted for inclusion on the Policy Workshop Agenda dated 25 May 2022.. Once Policy is approved by Council the reporting procedures will be communicated to the public.	Manager: Legal Services	

31-May-21	**21/05/MM9**	**2019/20 ANNUAL REPORT: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE OVERSIGHT REPORT**	That it be noted with concern that no attention was given to the Council priority of the conversion of bucket sanitation to more acceptable sanitation system and that an action plan for such conversions be submitted to Council without further delay.	Report not yet compiled	Director: I&E	
			That a report on community acceptance of the containerized sanitation for informal settlements be submitted.		Director: PDT	
			That measures be implemented to ensure that all consumers are billed for service received from Kouga Municipality.		CFO	
			That measures be implemented to reduce water losses to more acceptable levels.	drought mitigation task team established to implement water loss strategy	Director: I&E	
			That measures be implemented to reduce electricity losses to more acceptable levels.	Revenue manager & Electricity Manager monitor losses	Director: I&E	
17-Nov-21	**21/11/MM2**	**DECLARATION OF INTEREST OF COUNCILLORS**	That all Councillors submit the duly completed Declaration of Interest form to the office of the Municipal Manager before 17 January 2022.	Matter in progress	Office of the Speaker	
13-Dec-21	**21/12/MM2**	**REPORT ON DELEGATIONS REGISTER**	That the Delegations Register be referred to a Council workshop for review.	. Busy with subequent review	Legal Manager	
			That the Municipal Manager be instructed to submit a report to the Mayoral Committee with recommendations on any changes to the Delegation Register mentioned in 1 above;	to form part of the agenda for the next Mayarol Committee	Legal Manager	
			That the Mayoral Committee submit recommendations thereon to the Municipal Council for resolution.	to form part of the Council Agenda following the next Mayoral Committee	Legal Manager	

			That measures be put in place to turn around the decline in the financial health of the municipality.	In process - new savings in operating budget is being identified		
			That measures be put in place to staff the performance management unit, improve on the quality of performance information, improve on the quality of performance reports and the regular review of performance.	In process - the new IDP will include smart performance indicators		
			That the Mayoral Committee, as a priority, review the membership and functioning of the IT Steering Committee and hold the IT Steering Committee accountable to ensure that IT Service Level Agreements are in place,			
			That the performance of IT Service Providers are being monitored,			
			That the IT Strategy is reviewed and improved on that a skills plan for IT staff is developed and implemented and that the system access controls are significantly improved on.			
			That the expenditure incurred at the Seekoei Estuary at Jeffreys Bay, be investigated, and a detailed report be submitted to MPAC.	An informal MPAC Workshop will be held where all documentation will be discussed and presented.		
			That processes be put in place to enhance financial statement reviews.			
31-Mar-22	**22/03/MM2**	**2020/21 ANNUAL REPORT: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE: OVERSIGHT REPORT**	That management is held to account for not addressing audit findings and that these measurements be incorporated into management performance compacts.	Performance Management KPI's will be reviewed and re-divided to make it possible to deal with audit finding		
			That Supply Chain Management expedite the approval of contracts (BSC, BEC and BAC) for implementation of projects, because it delays service delivery and give rise to fruitless and wasteful expenditure.	Management has been giving attention to the process of expediting supply chain management meetings. Turn around times improved drastically. CFO has implemented measures to improve turn around		
			That the bulk water service agreement with the Nelson Mandela Metro be finalized.	In process. As part of the settlement agreement with NM Metro, our legal team is fascilitating the new water service agreement.		
			That a new agreement with Department of Water and Sanitation for the provision of an increased water quota for domestic use by Kouga Dam be negotiated.	This is ongoing. Kouga Municipality has been raising this issue with the Dept. of Water and Sanitation with little success. We have managed to secure extra water		
			That the dramatic increase in growth rate and associated informal settlements be used to motivate for infrastructure grants from Government.	Upgrading of Informal Settlements has received funding. Continuous process		
			That a Repair and Maintenance Plan be drafted to ensure the realistic spending of the budget.	Ongoing		
			That the relocation of residents after removal from informal settlements and the removal of old shacks be guided by a Relocation Plan.	It will be the strategy followed by our Housing Section.		
			That new cemeteries be planned for Kouga and that the existing cemeteries be upgraded and fenced.	The need for new cemeteries will be on our new IDP. Cemetery upgrading is dependant on budget funding		
			That the Disaster Management Plan be updated and improved.	The District is drafting new plans for all municipalities in the district. Draft plans are complete and will soon be presented to Kouga Municipal Council		

			That all the Draft Policies be updated and finalized.	Updating and development of policies is a continous process and done annually when needed.		
			That the increased expenditure on Employee Related Cost, Impairment Losses and Contracted Services be curtailed and that where possible, the entire Capital Budget be spent.	The CFO and MM has done an analysis in terms of Financial liability and by comparing with other municipalities, have identified areas for improvement		
			That the replacement of the bucket system and upgrade conservancy tanks to a waterborne system where possible be expedited.	The eradication of buckets will find new …….with new housing projects being implemented and informal settlements upgrading taking place over the next 2 years		
			To negotiate with the Provincial Roads Department to take over the ownership of the roads that run through Kouga towns.	Formal negotiations need to take place / Formal Council resolution needed		
			That it be requested that both the EPWP and CWP programmes be referred to COGTA for their attention.	Meetings have been held with relevant departments regarding both EPWP and CWP to improve performance		
			That a marketing plan for Kouga Municipal Caravan Parks be drawn up.	New Manager Parks have been appointed and tasked to develop marketing plan for caravan park		
			That measures be implemented to ensure that all consumers are billed for services received from Kouga Municipality.	The CFO is busy with a data clearing exercise to ensure accurate billing for services.		
			That measures be implemented to reduce water losses to more acceptable levels.	Department I&E have installed zonal and other meters to be able to assess water losses and where they occur		
			That measures be implemented to reduce electricity losses to more acceptable levels.	Removal of illegal connection drives are being held. New smart metres will replace old electricity meters to reduce tampering and		
			That the KPI's for 2022/23 Financial year be reconsidered.	The new 5year IDP will contain new targets. New performance targets		
			That the report be workshopped after its adoption.	In process		
31-Mar-22	**22/03/MM4**	**2021/22 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN: AMENDMENT FOLLOWING THE MID-YEAR PERFORMANCE ASSESSMENT AND FEBRUARY 2022 ADJUSTMENTS BUDGET**	That addendums to the Performance Agreements of Senior Managers following the amendment of the 2021/22 Service Delivery and Budget Implementation Plan, be submitted to Council.	Addendums will be submitted at next Council Meeting	PMS Manager	
			That public comment be sought on the establishment of a Municipal Court.	matter pending, application submitted to the Department of Justice	Legal Manager	

CORPORATE SERVICES: ACTION SHEET COUNCIL

MEETING DATE	ITEM NO	ITEM DESCRIPTION	RESOLUTION	ACTION TAKEN	RESPONSIBLE OFFICIAL	CURRENT STATUS COMPLETED NOT COMPLETE IN PROGRESS ON GOING NO ACTION REQUIRED
26-Feb-21	**21/02/CORP5**	**OHS RISK ASSESSMENT**	That all outstanding High-Risk areas be prioritized for immediate remedial action.	**The item was on the agenda for 3 May 2022, but was not discussed. The item will serve at the June 2022 Porfolio,**	All Departments	
30-Sep-21	**21/09/CORP7**	**OHS RISK ASSESSMENT**	That respective departments be given until 30 September 2021 to rectify all non-compliances.	Same as above	All Departments	
13-Dec-21	**21/12/CORP4**	**STRUCTURING OF THE MUNICIPAL COUNCIL: COMPOSITION OF MEMBERS TO SECTION 79 COMMITTEES**	That the Terms of Reference for the Rules and Ethics Committee be reviewed and referred to a future Council meeting for approval.	Current TOR has been provided to the elected chairperson. The review will be conducted by the Committee at the first meeting of the Committee, to be scheduled.		
			That the Terms of Reference for the Municipal Public Account Committee be reviewed and referred to a future Council meeting for approval.	MPAC Terms of reference reviewed and currently being reviewed by Legal Manager - MPAC reviewed TOR - approval to be recommeded to Coucnil		
			That the Terms of Reference for the Municipal By-Laws and Policy Committee be developed and referred to a future Council meeting for approval.	TOR to be discussed at the first meeting of the Committee - elected Chairperson has been advised to call a first meeting		

FINANCE - ACTION SHEET - COUNCIL

MEETING DATE	ITEM NO	ITEM DESCRIPTION	RESOLUTION	ACTION TAKEN	RESPONSIBLE OFFICIAL	CURRENT STATUS COMPLETED NOT COMPLETE IN PROGRESS ON GOING NO ACTION REQUIRED
26-Feb-21	21/02/F5	WRITE-OFF IN RESPECT OF IRRECOVERABLE ARREAR DEBTS – EQUITABLE SHARE	That future reports indicate the area well as the Ward for the Equitable Share-write-offs.	A report of this nature will need to be written within the Financial System. These requirements are being assessed.	CFO	
	21/02/F21	RE: LIST OF OBSOLETE EQUIPMENT (ASSETS) THAT WERE IDENTIFIED FOR AUCTION	That the Disposal of Obsolete Equipment (Assets) Policy be reviewed at the next Policy Workshop	Policy has been reviewed and will be submitted into the Agenda for the next Policy Workshop. No debt committee established yet.	CFO	
31-Mar-21	21/03/F1	Draft Medium-Term Revenue and Expenditure Framework (MTREF) - Budget for 2021/22 to 2023/24 Financial Years	That the Acting Director: Infrastructure and Engineering reports on the outcomes of the implementation of a strategy by 7 May 2021 to the Office of the Municipal Manager, to reduce non-technical electricity losses.	Implementation Strategy being developed.	Acting Director: I&E	
			That the Acting Director: Infrastructure and Engineering reports on the outcomes of the implementation of a strategy by 7 May 2021 to the Office of the Municipal Manager, to reduce water losses.	Implementation Strategy being developed.	Acting Director: I&E	
			That the Director: Community Services reports on the outcomes of the implementation of a strategy by 7 May 2021 to the Office of the Municipal Manager, to collect outstanding traffic fines.	Implementation Strategy being developed.	Director: Community Services	
31-Jan-22	22/01/F3	SUPPLY CHAIN MANAGEMENT: QUARTERLY REPORT FOR THE PERIOD ENDING 31 DECEMBER 2021	That a full report on sewerage issues within the Municipality be tabled at the next Infrastructure & Engineering Portfolio Committee meeting.	Report will be submitted to next portfolio committee meeting	I&E	
			That site visits be conducted with the relevant departments.	Report will be submitted to next portfolio committee meeting	I&E	
	22/01/F4	REPORT ON DATA CENTRE PROBLEM	That a report on the matter be submitted to ICT Steering Committee for consideration whereafter recommendations will be provided to Council.	A report will be submitted to the next ICT Steering Committee	CFO	
31-Mar-22	22/03/F20	RE: LIST OF OBSOLETE EQUIPMENT (ASSETS) THAT WERE IDENTIFIED FOR AUCTION	That the condemned/redundant assets listed above be removed from the Asset Register.	In progress	CFO	
			That the condemn/redundant assets listed above be disposed of in terms of the Supply Chain Management Policy through a public auction / donation.	In progress	CFO	
			That all Ward Councillors should identify organisations within their wards and request that these organisations submit letters for donation.	In progress	CFO	

29-Apr-22	22/04/F2	**MONTHLY BUDGET STATEMENTS FOR THE PERIOD JULY 2021 TO FEBRUARY 2022 AND FINANCIAL STATE OF AFFAIRS OF THE MUNICIPALITY AS AT 28 FEBRUARY 2022 (2021/22 FINANCIAL YEAR)**	That the monthly budget statements accordingly be submitted to Provincial Treasury as stipulated in Section 71(1) of the MFMA.	Submitted to Provincial Treasury	CFO	
	22/04/F12	**SUPPLY CHAIN MANAGEMENT: S36 DEVIATIONS FOR THE MONTHS OF JANUARY 2022**	That the use of S36 Deviations be drastically reduced as far as possible.	Deviations are only utilised when required and in compliance with Section 36 of the SCM Regulations. The normal procurement processes are considered prior to a Deviation is considered	CFO	
	22/04/F13	**SUPPLY CHAIN MANAGEMENT: S36 DEVIATIONS FOR THE MONTHS OF FEBRUARY 2022**	That the use of S36 Deviations be drastically reduced as far as possible.	Deviations are only utilised when required and in compliance with Section 36 of the SCM Regulations. The normal procurement processes are considered prior to a Deviation is considered	CFO	
	22/04/F21	**MONTHLY BUDGET STATEMENTS FOR THE PERIOD JULY 2021 TO MARCH 2022 AND FINANCIAL STATE OF AFFAIRS OF THE MUNICIPALITY AS AT 31 MARCH 2022 (2021/22 FINANCIAL YEAR)**	That the monthly budget statements accordingly be submitted to Provincial Treasury as stipulated in Section 71(1) of the MFMA.	Submitted to Provincial Treasury	CFO	
	22/04/F22	**BUDGET AND TREASURY: WITHDRAWALS FROM MUNICIPAL BANK ACCOUNT FOR THE QUARTER ENDED 31 MARCH 2022**	That the report accordingly be submitted to the Provincial treasury and Auditor-General as determined by section 11(4) (b) of the MFMA.	Submitted to Provincial Treasury and Auditor-General	CFO	

PLANNING & DEVELOPMENT: ACTION SHEET - COUNCIL

MEETING DATE	ITEM NO	ITEM DESCRIPTION	RESOLUTION	ACTION TAKEN	RESPONSIBLE OFFICIAL	CURRENT STATUS COMPLETED NOT COMPLETE IN PROGRESS ON GOING NO ACTION REQUIRED
30-May-19	19/05/PD6	PUBLIC WORKS PROPERTIES TO BE TRANSFERRED TO KOUGA MUNICIPALITTY	That Council accepts the following erven from Public Works and that they are added to the asset register of Kouga Municipality: Farm 448 portion 15 — Uitenhage RD Pellsrus: 677; 678; 733; 751 ; 753; 794;812 826; 854; 862 Humansdorp: 1 968 Thornhill: 221 ; 237 333; 334; 342;362;376;751v; 762; 763; 775; 776; 777; 778; 779; 780; 781 ; 782; 783; 784; 785; 788; 789; 790; 791 ; 792; 805; 845; 846; 849; 850; 852; 855; 857; 859; 860; 861 ; 862; 863; 865; 866; 868; 870; 874; 875; 883; 884; 885; 886; 887; 888; 889; 891; 892; 894; 895; 897; 898; 896	Signed deed of donation was forwarded to the Dept Public Works. The Department of Public Works indicated that it still needed to be signed by their Head Office.Erf 560 Pellsrus and Erf 1325 Kwanomzamo - Deed of Donation signed by both parties.The Dept. Public Works is responsible for the transfer and associated costs. We have not received the signed deed of donations for the property donated to KLM by the Dept. Public Works. Follow-ups was done during June and July 2021 however the Department indicated that the documents will be signed as soon as the relevant official returns to office. The Land Forum Resusitation Meeting between Kouga Municipality and Public Works took place on 14 February 2022. The first official meeting where land disposals/ransfers will be discussed will take place on 6 April 2022.The meeting was postponed. Land forum to be recuscited	Manager: Legal Services	In Progress
			That Kouga Human Settlement Department proceed with the transfers of these erven to the owners of the properties as soon as registration to Kouga has been completed	In progress. Awaiting Transfer of properties by Public Works.		
30-Oct-19	19/10/PD3	SELLING OF 98 HIGH WATER TABLE HUMAN SETTLEMENT ERVEN – KRUISFONTEIN	That all proceeds from the sale of the 98 high water table erven be ringfenced for projects namely the upgrading of gravel roads to paved roads	15 Sale agreement has been completed. Legal to appoint conveyance firm. The Section will visit the area during the month of May 2022 to continue with the outstanding addendums that needs to be signed and be attached to already completed sale agreements.	CFO/ Dir: PDT	In Progress
29-May-20	20/05/PD2	REPORT ON THE PROGRESS AND STATUS OF THE SOCIAL HOUSING PARTNETSHIP FOR THE DEVELOPMENT OF A SOCIAL AND (FLISP) HOUSING PROJECT ON Erf 335, JEFFERYS BAY	That Development Contribution or Augmentation fees be waivered for the Social housing project.	The resolution will be implemented upon submission of Building plans for the development. No building plans submitted yet. Ongoing, project is still on planning phase.Progress report to be submitted	Dir: PDT/ CFO/MM/ I&E	In Progress
			That the plans scrutiny and approval fees be dealt with on the same basis as BNG/RDP housing projects.	The resolution will be implemented upon submission of Building plans for the development. Ongoing, project is still on planning phase.	Dir: PDT / Manager P&D	In Progress
			That charges be levied for all appropriate utility charges.	At project implementation phase.	Dir: PDT / CFO	In Progress
	20/05/PD3	DONATION AND TRANSFER OF KOUGA MUNICIPAL PROPERTIES FROM KOUGA MUNICIPALITY TO PUBLIC WORKS	That Erf 560 be rezoned in terms of SPLUMA from Residential 1 to Institutional in accordance to existing land use.	Quotations for rezoning has been obtained.	Manager :L&PA	In Progress
			That the request for the donation and transfer of Erf 347, Patensie be held in abeyance pending further investigations on future needs for Municipal Services and applicable closure of POS process.	Legal to follow up with acting Land and Adminstration Manager.	Dir: PDT/ Mager: LPA/ Manager: P&D	In Progress
	20/05/PDT5	APPROVAL FOR THE COMMENCEMENT TO ESTABLISH "AESTHETICS AND HERITAGE BUILDING COMMITTEE" FOR THE ST FRANCIS BAY VILLAGE AND CANALS, SANTAREME, HARBOUR PRECINCT, CAPE ST FRANCIS, OYSTER BAY, SEA VISTA TOWN, ST FRANCIS BAY LIGHT INDUSTRIAL AREA IN THE KOUGA LOCAL MUNICIPALITY AREA	That Aesthetic Committees be established in all Wards, if required, to maintain uniform architecture design for specific areas be included in the Terms of Reference.	Draft "by-law" with legal section to finalised all legal requirements. Meeting with C W Malan to be held.Legal services has set up a date for finalisation of draft by-law . Last meeting was postpone due covid cases at C W Malan office. See last comments - with Legal Dept. Report to be submitted.	Dir: PDT / Manager P&D/ Manager: Legal Services	In Progress

26-Jun-20	**20/06/PD4**	**DEVELOPMENT PROPOSAL: PRECINCT PLAN FOR Erf 8783: OCEAN VIEW, JEFFREYS BAY**	That the precinct plan and development proposal of Erf 8783 Ocean be subject to public participation.	Public Meeting will be held before the end of May 2022. Will start with enagement with ward Councillor.	Dir: PDT	In Progress
			That the registration of Erf 8783, Ocean View to Kouga Municipality be continued and concluded.	An item will be prepared for the next Council Meeting to request approval for the registration and transfer of unregistered municiapal land including, erf 8783.	Manager: Legal Services	In Progress
11-Dec-20	**20/12/PD5**	**APPROVAL OF GRANT FUNDING FOR THE UPGRADING OF INFORMAL SETTLEMENTS**	That a report on the joint planning between Infrastructure and Human Settlements serve at the next Portfolio Committee.	Ongoing, joint planning meeting with Infrastructure was held on 7 December 2021. Meeting was on 7/12/21	Dir: PDT/ Manager: Human Settlements	
	20/12/PD8	**APPROVAL FOR THE COMMENCEMENT TO DRAFT "AESTHETICAL AND HERITAGE BUILDING BY-LAW" FOR THE ST FRANCIS BAY VILLAGE AND CANALS, SANTAREME, HARBOUR PRECINCT, CAPE ST FRANCIS, OYSTER BAY, SEA VISTA TOWN, ST FRANCIS BAY LIGHT INDUSTRIAL AREA IN THE KOUGA LOCAL MUNICIPALITY AREA IN TERMS OF SECTION 13 OF THE MSA,2000: OBJECTIONS RECEIVED**	That the Department: Planning & Development facilitate the process to address the "Objectors Objections" by convening a virtual meeting with the objectors as well as other Interested and affected parties. That a date and venue be determined as to when such meeting will take place for a virtual hearing and that it be published in the local newspaper and on the website. That all the objectors be notified timeously of the date and venue for the virtual hearing.	Draft completed.Legal to check it .Published document for comments in March . See previous comments for 20/05/PDT5. Draft By-Law with attorneys.Had discussion with Attorneys to find an alternative way to promulgate said regulations. Attorneys to confirm way forward.Manager Legal to appoint a SP to assist with draft.Advised that the by-law route would cumbersome and that the matter can be addressed under the Land Use Scheme - overlay	Manager: Legal Services / Acting Manager: LPA	In progress
26-Feb-21	**21/02/PD13**	**DISPOSAL AND CLOSURE OF LONG STREET, BOKMAKIERIE STREET, PORTION OF BLOUBOK STREET AND PORTION OF HERON STREET – PUBLIC ROADS IN THE INDUSTRIAL AREA HUMANSDORP**	That the applicant be responsible for the cost associated with the closure of public roads and transfer of property.	Closure of public streets was approved by Survyeyor General. The consolidation of the closed streets and surrounding erven that is owned by Woodlands Dairy has been submitted during the week of 9 May to Surveyor General for approval.	Applicant	In Progress
	21/02/PD14	**ESTABLISHMENT OF AN AUTISM CENTRE - APPLICATION FOR RIGHT TO USE/MANAGE MUNICIPAL LAND: Erf 5812 JEFFREYS BAY**	That the approval of the right to use, control, manage the be subject to the said property being closed as a public place and rezoned to an appropriate zoning.	Approval was received from Surveyor General for closure of public place. The closure will now be advertised in the Provincial Gazette and is anticipated for the week of 16 May.	Dir: PDT/ Manager L&P/Manager: P&D	In Progress

31-Mar-21	21/03/PD1	TRANSFER OF RESIDENTIAL SITE: HISTORIC CONDITION OF SALE: ERF 1331 PELLSRUS: PIENAAR FAMILY	That Council grant approval to the subdivision a of a standard size residential erf from the remainder of erf 1331, Pellsrus and transfer such erf in favour of the Pienaar Family.	Quotations has been requested for only the clousre and subdivision of erf 1331 and the rezoning will be dealt with in-house.	Director: PDT/ Acting Manager: LPA	In Progress
			That Council grant approval for the closure of a public open space with regard to the subdivided erf contemplated in (a) and that transfer herein be dependent on the formal closure of the public open space.			
			That the Council be responsible for the cost associated with the closure of public open space and transfer of property.	Council responsible for cost.	Director: PDT / Acting Manager L&P	In Progress
	21/03/PD3	Application to Purchase a Portion of Erf 552 Sea Vista (Mr. M. Johansens)	That Council rescinds the previous council resolution and grant in-principle approval to dispose a portion of erf 552, Sea Vista to Mr. Johansen.	Received Council approval on 31 March 2022 for the intended disposal.	Director: PDT / Acting Manager L&P	In Progress
			That the applicant be responsible and carry the cost for the closure of public open space and subdivision of erf 552.	Will be considered in sale agreement.	Manager: Legal Services / Acting Manager L&P	In Progress
			That the newly created erf be transferred only once the formal closure has been concluded, and the conveyance cost be carried by the applicant.	Will be considered in sale agreement.	Manager: Legal Services / Acting Manager L&P	In Progress
31-May-21	21/05/PD1	PROGRESS REPORT: ALIENATION OF 98 WET ERVEN: KRUISFONTEIN	That Council grant authorization to the Accounting Officer to the conclude Option to Purchase agreements as the Grantor on behalf of the Municipality.	15 Sale agreement has been completed. Legal to appoint conveyance firm.The Section will visit the area during the month of May 2022 to continue with the outstanding addendums that needs to be signed and be attached to already completed sale agreements.	Director:PDT/ Manager L&P/ Manager: Legal Service	In Progress
	21/05/PD9	APPLICATION: ALIENATION OF LAND AND PURCHASE OF VARIOUS PROPERTIES IN HANKEY: MGM TRUST (MR. DU PREEZ)	That Council authorizes the Accounting Officer to enter into a sale agreement with MGM Trust, for the sale of the properties mentioned in 6.1 above at the fair market value of R1 770,00.00 (all inclusive).	Completed	Director:PDT/ Manager L&P/ Manager: Legal Service	
			That the Applicant MGM Trust be responsible for payment of transfer, subdivisions and other Land Use related costs linked to this application.	Status report on subdivision and consolidatioin has been submitted Office of the Surveyor General and application has been published in Provincial Gazette. Applicant has requested exemptiion consent letter which was provided to the applicant on 12 May 2022.	Applicant	Complete
	21/05/PD10	DISPOSAL AND CLOSURE OF LONG STREET, BOKMAKIERIE STREET, PORTION OF BLOUBOK STREET AND PORTION OF HERON STREET – PUBLIC ROADS IN THE INDUSTRIAL AREA HUMANSDORP	That the applicant be responsible for the costs associated with the closure of public roads and transfer of property.	Closure of public roads completed	Applicant	In Progress
	21/05/PD11	LAND SWAP: A PORTION OF ERF 6650 IN FAVOUR OF ERF 6649, JEFFREYS BAY: MR. S. STANLEY	That the Municipality be liable for all Transfer, subdivision and consolidation costs linked to this transaction.	Subdivision and consolidation completed. Legal busy finalising the transfer.	Director:PDT/ Manager L&P	In Progress
	21/05/PD15	APPLICATION TO PURCHASE: A PORTION OF PORTION 4 OF THE FARM ZWARTENBOSCH NO. 347: TEEN CHALLENGE SA	That Council rescinds the resolution pertaining to the lease of a portion of portion 4 of the Farm Zwartenbosch No. 347 to Teen Challenge which reads as follows: - **13/05/FAME26 APPLICATION FOR LAND – PORTION OF FARM 347 PORTION 4 (ZWARTENBOSCH)** Resolved: (30 May 2013) i) That Teen Challenge SA-Western Cape be allowed to utilize the Portion of Farm 347, Portion 4 of the Farm Zwartenbosch for community projects for a period of nine (9) years and 11 (eleven) months, subject to the following conditions: a) That a formal Lease Agreement be entered into between Teen Challenge SA –Western Cape and the Council. b) That Teen Challenge SA – Western Cape be responsible for all cost (that may escalate) in respect of services and services connections fees as determined by the Council. c)That it be recorded that in terms of Section 14 of the Municipal Finance Management Act, the portion of Farm 347, Portion 4 of the Farm Zwartenbosch is not required for basic level of municipal service. d)That all legislative requirements and advertisement procedures be adhered to. e)That any comments and objections from the public be taken into careful consideration.	In communication with National & Provincial Treasury who is currently assessing the application for disposal of a portion of portion 4 of the Farm Zwartenbosh No 347, Humansdorp RD.	Director:PDT/ Manager L&P	In Progress
			That the subdivision and rezoning of the land be attended to and concluded.	Will be attended to should final approval be granted by Council.	Director:PDT/ Manager L&P	In progress
			That Council consider the fair market related value of R770 000.00 that was obtained from a professional valuer for the portion of portion 4 of the Zwartenbosch No 347.	Will be considered in the sale agreement.	Director:PDT/ Manager L&P	In progress
			That Council consider disposing the immovable property contemplated herein to Teen Challenge as a social care user at 25% of the fair market value.	Will be considered in the sale agreement.	Director:PDT/ Manager L&P	In progress
			That if the land was to be sold by the applicant, it only be sold back to Council.	Will be considered in the sale agreement.	Director:PDT/ Manager L&P	In progress

30-Jun-21	**21/06/PD8**	**ESKOM FUNDING ALLOCATION FOR THE INSTALLATION OF ELECTRICAL CONNECTIONS IN THE GAMTOOS VALLEY MUNICIPAL AREA**	That a multi-disciplinary Human Settlements Committee be established under the leadership of the Municipal Manager to consider and strategize around matters of electrification of informal settlements, provision of services and amenities to such areas etc.	Ongoing, meetings are held with I&E	Dir:PDT/ Manager:HS/ Manager: Electrical Services	In progress
30-Jul-21	**21/07/PD9**	**APPOINTMENT OF KOUGA MUNICIPALITY AS AN IMPLEMENTING AGENT FOR THE CONSTRUCTION OF INTERNAL SERVICES FOR THE HANKEY 990 HOUSING PROJECT**	That the CFO places the received grant funding in a dedicated interest-bearing account.	Ongoing	Dir:PDT/ Manager:HS/ Manager:	In progress, construction of 990 services is in progress
			That the interest accumulated from the grant funding be ringfenced for future Human Settlements projects.	To be confirmed	CFO	
			That monthly, quarterly and annual expenditure reports with supporting documentation be reported to Council and ECDHS; and	ongoing	Manager HS	On going
31-Aug-21	**21/08/PD11**	**ESTABLISHMENT OF AN AUTISM CENTRE - APPLICATION FOR RIGHT TO USE/MANAGE MUNICIPAL LAND: ERF 5812 JEFFREYS BAY**	That all the legislative processes contemplated herein commence and be concluded in line with Council resolution 21/02/PD14.	Approval was received from Surveyor General for closure of public place. The closure will now be advertised in the Provincial Gazette and is anticipated for the week of 16 May.	Director:PDT/ Manager L&P	In progress
	21/08/PD12	**DISPOSAL OF ERF 1382, SEA VISTA (ST FRANCIS BAY) THROUGH SALE TO EDG3 PROJECTS**	That Council grant authorization the Accounting Officer to enter into a sale agreement with Edg3 Projects, for the sale of the municipal property contemplated herein, for the amount of R180 000.00.	In process to finalise sale of the property	Director:PDT/ Manager L&P	In progress
06-Sep-21	**21/09/PD1**	**APPLICATION TO PURCHASE ERF 2896 - SEA VISTA – INDUSTRIAL AREA (NEXUS YACHTS)**	That Council determine the market related valuation of the immovable property contemplated herein.	Market related valuation completed	Director:PDT/ Manager L&P	Complete
			That the relevant department rezones and closes the public open space prior to disposal of erf 2896, Jeffery's Bay through an open tender process.	Closure and subdivision closure certificate obtained from Surveyor General. The closure and subdivsion will be advertised I the Provincial Gazette during the week of 16 May. Rezoning will be dealth with in-house.	Director:PDT/ Manager L&P	In Progress
			That the newly created erf be transferred only once the formal closure, consolidation and rezoning has been concluded, and the conveyance cost be carried by the applicant.	The newly created erf will be disposed through auction anticipated before end of May.	Director:PDT/ Manager L&P	In Progress

30-Sep-21	21/09/PD10	RELOCATION OF THE UNLAWFUL DWELLERS OF THE ASTON BAY CARAVAN PARK	That the Municipal Manager be allowed to negotiate with the Department of Public Works on the relocation costs.	Office of the MM will engage the Dept of Public Works. Meeting was held on 11 February 2022 with Public Works to discuss the relocation of the residents.	MM	In Progress
	21/09/PD11	APPLICATION FOR RIGHT TO USE: VARIOUS MUNICIPAL PROPERTIES FOR UPGRADES AND NEW BUILDINGS: BOPHELO IMPILO DEVELOPMENT CENTRE	That Council grant authorization to the Accounting Officer to enter into Right-to-Use Lease agreements with Bophelo Impilo Development Centre in respect of the properties contemplated herein for the specific use as follows: portion of Erf 353, Humansdorp (public pool area as per area FA and EF in Annexure c) portion of portion 72 of the Erf No. 746 Sea Vista (Taxi Rank, Multi-purpose Centre and Recycling) portion of erf 1269, Humansdorp (Multi-purpose Court for Tennis, Netball and Basketball) portion of erf 2, Kruisfontein (Multi-purpose Centre)	Final draft of agreement was sent to the applicant for signature. Update to be provided	Director:PDT/ Manager L&P	In Progress
	21/09/PD12	APPOINTMENT OF HOUSING DEVELOPMENT AGENCY(HDA) VIA AN IMPLEMENTATION PROTOCOL/AGREEMENT BETWEEN KOUGA MUNICIPALITY AND THE HAD	That approval be granted by Council in terms of Section 110 of the Municipal Finance Management Act No. 56 of 2003 for appointment of the Housing Development Agency (HDA) via an Implementation Protocol to plan and implement integrated human settlements in the Kouga municipal area.	Meeting to finalise IP was on 08/3/22	Director:PDT / Manager Human Settlements	In Progress
			That all planned human settlements pipeline projects be included in the Implementation Protocol between the Kouga Municipality and the HDA.	Discussions on the revised Implementation Protocol are ongoing	Director:PDT / Manager Human Settlements	In Progress
			That the Municipal Manager be granted Power of Attorney to sign the Implementing Protocol on behalf of the Municipality.		Director:PDT / Manager Human Settlements	In Progress
	21/09/PD16	IN PRINCIPLE APPROVAL: DISPOSAL & ALIENATION OF ERVEN 887, 1259 & 2496 SEA VISTA	That Council authorizes the Planning &Development Department to embark on a process to close and rezone the above public open spaces to Residential.	In process to appoint service provider.	Director:PDT/ Manager L&P	In Progress
			That a fair market value be obtained for Council to consider in line with Section 14(2) of the Municipal Finance Management Act.	Qoutations has been obtained service provider to be appointed before end of May 2022.	Director:PDT/ Manager L&P	In Progress
			That the revenue generated from the sale be ringfenced for waterborne sewerage systems.	This will done during the sale of properties.	Director:PDT/ Manager L&P	In Progress
14-Oct-21	21/10/PD1	ERF 4587 & 4588 (KRUISFONTEIN) ERF 190 (PELLSRUS) ERF 8813 (OCEAN VIEW): VICTORY 4 ALL	That the Finance department expedite the bad debt review process on the outstanding debt and advise the client by 30 October 2021.	Report for write-off included in Council Agenda	Finance	In Progress
			That the Accounting Officer enter into a Deed of Donation and Offer to Purchase with the applicant in order to effect the disposal method stipulated in the standing Council resolution (17/12/F2) above.	Completed	Legal	
	21/10/PD3	SALE OF 98 WET ERVEN	That the proceeds from the Sale of 98 Wet erven be ring-fenced for roads upgrades and social infrastructure in the 98 wet erven area.	The proceeds will be ring-fenced as per Council resolution.	Director:PDT/ Manager L&P	In Progress

28-Oct-21	**21/10/PD5**	**DISPOSAL AND TRANSFER OF PRE-94 MUNICIPAL HOUSES IN SEA VISTA**	That the Municipality engages the ECDHS to cover the applicable transfer costs for pre-94 houses through the EDBS grant.	Legal has indicated that the name of the legal firm that is on the munipal database and that off province's datatbase of legal firms has been sent through as per request from the department in order for them to proceed with the conveyance of the properties.	Director:PDT/ Manager L&P	In Progress
			That the Accounting Officer be authorised to enter into an Offer to Purchase Agreement with the occupants and appoint conveyancers to effect transfers.	DoHS will appoint service providers to attend to the transfer of the immovable property	Legal	In Progress
28-Feb-22	**22/02/PDT5**	**SPONSORSHIP/ PARTNERSHIP AGREEMENT FROM BS SPORT (PTY) LTD T/A AMANZI CHALLENGE REQUESTED TO CO-HOST ST FRANCIS AMANZI CHALLENGE**	That Amanzi Challenge submits a post-event report to Kouga Municipality.	The post event report will be tabled in next MAYCO. Prelim report received.	PDT Directorate : LED/Tourism	In Progress
	22/02/PDT16	**GRANT IN AID ALLOCATIONS FOR THE 2021/2022 FINANCIAL YEAR**	That the Grant in Aid policy be reviewed at the next Policy Workshop to cater for organisations working with vulnerable communities.	Will be reviewed in next GIA policy	Director:PDT / LED Officer	In Progress
31-Mar-22	**22/03/PDT1**	**ERF 554, SEA VISTA: SUBDIVISION, REZONING & CLOSURE OF PUBLIC OPEN SPACE**	That the appointment of a service provider for conducting a basic environmental assessment for the proposed development on Erf 554, Sea Vista, through a 7-day tender process, be approved.	The item still at BID-Specification BID SPEC Com to convene meeting ? Has received a quote from SP	Manager: P&D	In Progress
	22/03/PDT2	**ESTABLISHMENT AND LAUNCH OF THE KOUGA ENTREPRENEURSHIP ACADEMY**	That Council authorizes the Accounting Officer to conclude a partnership agreement with Start-up tribe for the setting up of the Kouga -Entrepreneurship Academy web-based platform.	The partnership agreement is being drafted.	Director:PDT / LED/ Legal Services	In Progress
	22/03/PDT3	**IN- PRINCIPLE APPROVAL FOR DISPOSAL OF MUNICIPAL OWNED VACANT RESIDENTIAL ERVEN: ERF 13 AND ERF 752 ASTON BAY**	That Council grant authorization the Accounting Officer to advertise the intended disposal of the immovable property herein for Public Participation.	Advert will be placed in the newspaper during the week of 16 May.	Director:PDT / Manager P&D	In Progress
	22/03/PDT4	**APPLICATION TO PURCHASE A PORTION OF ERF 552 SEA VISTA (MR. M. JOHANSENS)**	That the land use application for closure of public open space, be done at applicant's cost and at own risk.	To be included in conditions of sale.	Director:PDT / Manager P&D	In Progress
			That Council endorses the granting of POA to the applicant who must submit a formal land use application for the closure of public open space which also makes provision for further public participation and decision of Municipal Planning Tribunal.	Instruction was given through to Legal Section to issue a POA to the applicant. The POA will be provided to the applicant during the week of 16 May	Director:PDT / Manager P&D	In Progress
	22/03/PDT6	**AUTHORISATION FOR A 3-YEAR SPONSORSHIP AGREEMENT FOR EVENTS SUPPORT FOR THE ALOE CUP RUGBY AND NETBALL TOURNAMENT**	That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement / SLA with Jeffreys Bay Primary School in respect of sponsorship stated in (1.) above.	The SLA in progress	PDT/ LED	In Progress
	22/03/PDT7	**DEVOLUTION (OFFER) OF LAND PARCELS OWNED BY THE FORMER NATIONAL HOUSING BOARD TO KOUGA LOCAL MUNICIPALITY**	That Council grants authorization to the Accounting Officer to enter into relevant agreement with the Provincial Department of Human Settlement for transfer of the property to KLM.	Legal are in the process to draft agreement	Dir. PDT/ Legal Services	In Progress
	22/03/PDT8	**KOUGA MUNICIPALITY: WESTERN CAPE GIS BENCHMARKING VISIT**	That Council establish a GIS/ICT Steering Committee to develop an enterprise GIS Strategy and Policy for council adoption.	In the process to establisg Steering Committee	PDT	In Progress
			That various Directors identify GIS champions per Directorate and that the identified employees be provided with capacity building and skills training.	The correspondence to Directortates will be sent before 30 May 2022.	PDT	In Progress
			That the filling of the vacant position of GIS Technician be prioritized.	Interviews for GIS Technician was completed on 12 May	PDT	Complete
			That Council moves from the current Ovvio System to a GIS based environment.	The directorate developing a transitional plan in progress	MM / PDT	In Progress
			That Council engage in Change management and Intensive 1 month testing of the implementation before implementation.	The intensive month testing will commence from 1 June	MM / PDT	In Progress
			That Council adds GIS-centric KPIs in the SDBIP reporting of all directorates.	Willl be considered in the new SDBIP for 2022/23	MM / PDT	In Progress

29-Apr-22	22/04/PDT4	ALLOCATION PROCESS OF 200 HOUSES IN OCEANVIEW 1500 PROJECT	That a special meeting for Beneficiary List Verification be held within the next 14 days.		Manager Human Settlements	In progress
			That a meeting with beneficiaries be held as per the request at the IDP meeting within the next 14 days.	Meeting with 1500 approved beneficiaries scheduled for 12/5/2022	Manager Human Settlements	
			That a verified list of beneficiaries be tabled at the next Council meeting.		Manager Human Settlements	In progress
			That Housing Committees be resuscitated as a matter of urgency.	Meeting with housing committees scheduled for June 2022	Manager Human Settlements	In progress
	22/04/PDT7	SPONSORSHIP AGREEMENT FROM TASTE EXPERIENCES T/A CONCOURS SUR MESURE REQUEST EVENT SUPPORT FOR THE CONCOURS SUR MESURE FESTIVAL FROM 27 – 30 OCTOBER 2022	That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement / SLA with Taste Experiences T/A Concours Sur Mesure in respect of sponsorship stated in (1.) above.	The SLA in progress	Dir PDT / Events Officer	In Progress
	22/04/PDT8	SPONSORSHIP AGREEMENT FROM SURFING SOUTH AFRICA REQUESTING EVENT SUPPORT FOR THE SOUTH AFRICA LONGBOARD CHAMPIONSHIPS IN AUGUST 2022	That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement / SLA with Surfing South Africa in respect of sponsorship stated in (1.) above.	The SLA in progress	Dir PDT / Events Officer	In Progress
	22/04/PDT12	SPONSORSHIP AGREEMENT FROM KINETIC EVENTS REQUEST EVENT SUPPORT FOR THE 2023 ADVENTURE RACING WORLD CHAMPIONSHIPS PRE-LAUNCH AND MARKETING IN 2021/2022 AND 2022/2023	That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement / SLA with Kinetic Events respect of sponsorship stated in (1.) above.	The SLA in progress	Dir PDT / Events Officer	In Progress
	22/04/PDT13	3-YEAR SPONSORSHIP PROPOSAL FROM THE WORLD SURF LEAGUE (WSL) TO REQUEST EVENT SUPPORT TO HOST THE J-BAY OPEN SURF FROM 2022 – 2024 IN JEFFREYS BAY	That Council authorizes the Accounting Officer to conclude a 3-year Sponsorship Agreement / SLA with World Surf League (WSL) in respect of sponsorship stated in (1.) above.	The SLA in progress	Dir PDT / Events Officer	In Progress
	22/04/PDT14	ESTABLISHMENT AND RECOGNITION OF THE KOUGA SMME FORUM	That the item be deferred to the next Council meeting.		LED Officer	In progress
	22/04/PDT15	GRANT IN AID APPLICATIONS FOR THE 2021/22 CALENDAR YEAR	That the Grant in Aid policy be workshopped and that communities be educated on the policy and application process during the public participation process.	Grant in Aid Council resolution and Application for On Eagles Wings Muli- purpose centre were submitted to Legal on 10 May 2022 to draft the GIA Agreement	LED Office Adinistartor	In progress
	22/04/PDT17	WAIVING OF BUILDING CONTROL PENALTY FEES FOR ERF 875 JEFFREYS BAY RESIDENTIAL DEVELOPMENT	That the matter be referred to MPAC for further investigation.	The item was refered to MPAC and discussed in the meeting of MPAC held on 19 May 2022	Administration	complete
	22/04/PDT18	COUNCIL DISPOSAL OF ERF 353, HUMANSDORP (OLD CARAVAN PARK) FOR A SOCIAL HOUSING PROJECT	That the Humansdorp Social Housing project be included in the IDP.		Manager Human Settlements	In progress
			That the Planning Development and Tourism Directorate prepare a Request for Proposals document for advertising/publication.		Manager Human Settlements	In progress

KOUGA MUNICIPALITY (EC 108)

ORDINARY COUNCIL MEETING

OFFICE OF THE MUNICIPAL MANAGER

DATE: 31 MAY 2022 **ITEM NO: 22/05/MM2**

KOUGA MAYORAL CUP 09 JUNE 2022 – 30 JULY 2022

1. Introduction

The purpose of this report is to inform Council on the upcoming Mayoral Cup.

2. Background

Sports have become a crucial part of our society. Covid-19 had a detrimental effect on society and especially sports. Sportsman and sportswoman have been deprived of practicing sport, and our young people have fallen prey to social ills as they were not allowed to participate in sport.

With the Covid-19 regulations now applying to a lesser extent, it creates an opportunity to create the platform to restore the dignity in Sport within the region of Kouga Municipality.

The theme for this year's 2021/2022 Mayoral Cup is "Shaping the Future". With that we want to say that the future of Sport in the Kouga Region will be a priority to us as we will be focusing on the development of a strong and firm sporting culture in the Kouga region. The Mayoral Cup will not only be fun to participate in but will also provide the opportunity to develop skills and relationships.

The Mayoral Cup will this year not only be focusing on the main sporting codes but also on other codes such as Bowling, Gymnastics and Skateboarding. The aim of the tournament is to ensure that the people of Kouga from all walks of life engage in different sporting activities in a competitive manner in order to raise the pride and social cohesion of the people in the region.

The following Organizations have indicated that they are interested to partner or give some kind of sponsorship in this year's Mayoral Cup.

- Auto Tech Jeffreys Bay
- Spar Jeffreys Bay
- MTN
- Woodlands Dairy
- Mentors Kraal
- St Francis Links
- Die Humansdorp Co-op

2.1 Mayoral Cup Launch and Prize Giving Ceremony

The Mayoral Cup will be launched on the 9th of June 2022 and the Prize Giving will be done on the 30th of July 2022.

The Finals and Prize giving ceremony will take place on the 30th of July 2022 at Mentors Kraal.

2.2 Sporting Codes

The following sporting codes will be participating in the Kouga Mayoral Cup 2022.

- Golf
- Soccer
- Chess
- Rugby
- Touch Rugby
- Netball
- Athletics
- Cricket
- Tennis
- Bowling
- Skateboarding
- Gymnastics
- Pool
- Sports for people with disabilities

2.3 Media

A media plan will be developed to publicize the tournament and communicate any information regarding the tournament to clubs and residents.

2.4 Safety and Security Plan

The South African Police Services (SAPS) and the Kouga Municipality Law Enforcement section will be responsible for the safety and security during games

2.5 Emergency Services

Emergency services will be present for the duration of the tournament.

2.6 Sports Fields

Kouga Municipality will ensure the state of the readiness of all Community Sport Fields and Halls where the different sporting codes and events will take place.

2.7 Prize Money

Prize money will be as follows per sporting code:

1st Prize – R6000.00

2nd Prize – R3000.00

3rd Prize – R1500.00

These winners will also receive a roaming trophy as well as medals.

2.8 Drought Mitigation

Strict drought mitigation measures will be implemented at all events, and the use of recycled, grey water and or borehole water will receive preference at all events.

3. Comments

3.1 Deputy Municipal Manager

Sport is playing an integral role in the greater society, and this event will be a vehicle to ignite sport again in the Kouga region.

3.2 Executive Mayor

That the Mayoral Cup be supported.

4. Financial Implications

The total budget that will be utilised for the Mayoral Cup will be R350 000.00. The budget is available and funded.

See the budget breakdown below:

Subject	**Total**	**Description**
Launch	R40 000.00	Announcement of Mayoral Cup, dates/teams/fixtures
Finals	R46 000.00	End of Mayor Cup and prize giving

Prize Money	R160 000.00	Prize money for winning teams/individuals
Referee/Umpire Costs	R15 000.00	Games Played
Emergency services	R4 000.00	Ambulance services
Medals	R15 000.00	Prize
Trophy's	R15 000.00	Prize
Hiring Equipment	R30 000.00	Chess/Pool/Skateboard
Hiring of Golf Course	R25 000.00	Golf tournament
	R350 000.00	**Total**

5. Legal Implications

None

6. Other Implications

None

7. Recommendation

7.1 That Council notes the report.

Item prepared by: Special Projects Coordinator

Item approved by: Deputy Municipal Manager

Item noted by: Executive Mayor

KOUGA MUNICIPALITY (EC 108)

ORDINARY COUNCIL MEETING

OFFICE OF THE MUNICIPAL MANAGER

DATE: 31 MAY 2022 **ITEM NO: 22/05/MM3**

INSTITUTIONAL PERFORMANCE REPORT: 2021/22 FINANCIAL YEAR: PERIOD 1 JULY 2021 TO 31 MARCH 2022

1. Introduction

It is the purpose of this report to submit to Council the Institutional Service Delivery and Budget Implementation Performance Report for the period 1 July 2021 to 31 March 2022.

2. Institutional Performance Report

The Institutional Performance Report reflects progress made with the implementation of the 2021/22 Institutional Service Delivery and Budget Implementation Plan over the three quarters of the 2021/22 year. The report is attached hereto.

Green highlighting reflects targets achieved while orange highlighting reflects non-achievement of targets and yellow reflects indicators where no targets have been set for the first three quarters, thus a quarter 4 target.

3. Comment

Capital budget expenditure is discussed at top management meetings.

It must be noted that capital budget expenditure as at 31 March 2022 was R38 008 991 against the capital budget provisioning of R91 340 991 which equates to 41.61% expenditure.

The moratorium on tenders by National Treasury may have had an impact on this.

Water loss reduction target has been indicated as not achieved. It is not clear if any reduction has been achieved. It must be noted that the target to which water losses must be reduced to has been set at 36%, revised with the SDBIP amendment to 47%. In line with audited water losses for the 2020/21 year which was 49%.

The % budget expenditure for roads has been reported to be 59% compared to the targeted expenditure of 85% for quarter 3.

The budget expenditure for MIG projects has been reported at 44% against a target of 85% expenditure for quarter 3.

The Directorate Infrastructure and Engineering reported capital budget expenditure to be 35% compared to the set target of 85% expenditure for quarter 3. The following was listed as reasons for under expenditure:

"Contractor appointed for the upgrading of Sea Vista Sports Field terminated in quarter 2. New contractor only appointed in quarter 3. Contractor for Hankey Mini Market abandoned the site."

The % expenditure of the budget allocation for LED projects and programs has not been reported in line with the KPI, as for the quarter 2 expenditure, 0% Capex and 8% Opex was reported. Projects completed/in progress was listed for quarter 3 performance.

4. Recommendation

4.1 That the Institutional SDBIP Implementation Performance Report for the period 1 July 2021 to 31 March 2022 be noted.

Prepared by A Koegelenberg

Approved for submission by: Municipal Manager 

KOUGA
local municipality
Good Governance through Service Excellence

2021/22:

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN:

QUARTER 3:

IMPLEMENTATION PERFORMANCE REPORT

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1 INCOME - BUDGETS

2021/22 SDBIP QUARTER 3 PERFORMANCE INFORMATION: FINANCIAL
1.1. Revenue by Source

Description	Budget 2021/22		Quarter 1		Quarter 2		Quarter 3		Quarter 4		
	Sept 2021 Adjusted Budget	Feb 2022 Adjusted Budget	Sept 2021 Adjusted Budget Target	30 Sept 2021 YearTD actual	Sept 2021 Adjusted Budget	31 Dec 2021 YearTD actual	Feb 2022 Adjusted Budget Q3 target	31 Mar 2022 YearTD actual	Feb 2022 Adjusted Budget Q4 target	30 Jun 2022 YearTD actual	% of Budget
R thousands											
Revenue By Source											
Property rates	218 711	224 085	54 678	100 225	109 355	141 708	179 055	182,788	224 085		
Service charges - electricity revenue	334 173	342 329	83 543	86 917	167 086	171 056	256 747	257,492	342 329		
Service charges - water revenue	89 581	81 646	22 395	18 283	44 791	38 887	61 235	62,368	81 646		
Service charges - sanitation revenue	58 635	57 754	14 659	15 284	29 318	29 248	43 315	43,645	57 754		
Service charges - refuse revenue	55 744	57 811	13 936	15 531	27 872	29 617	43 359	43,746	57 811		
Rental of facilities and equipment	1 169	2 800	292	577	584	1 551	2 100	2,475	2 800		
Interest earned - external investments	5 780	2 811	1 445	725	2 890	1 443	2 108	2,300	2 811		

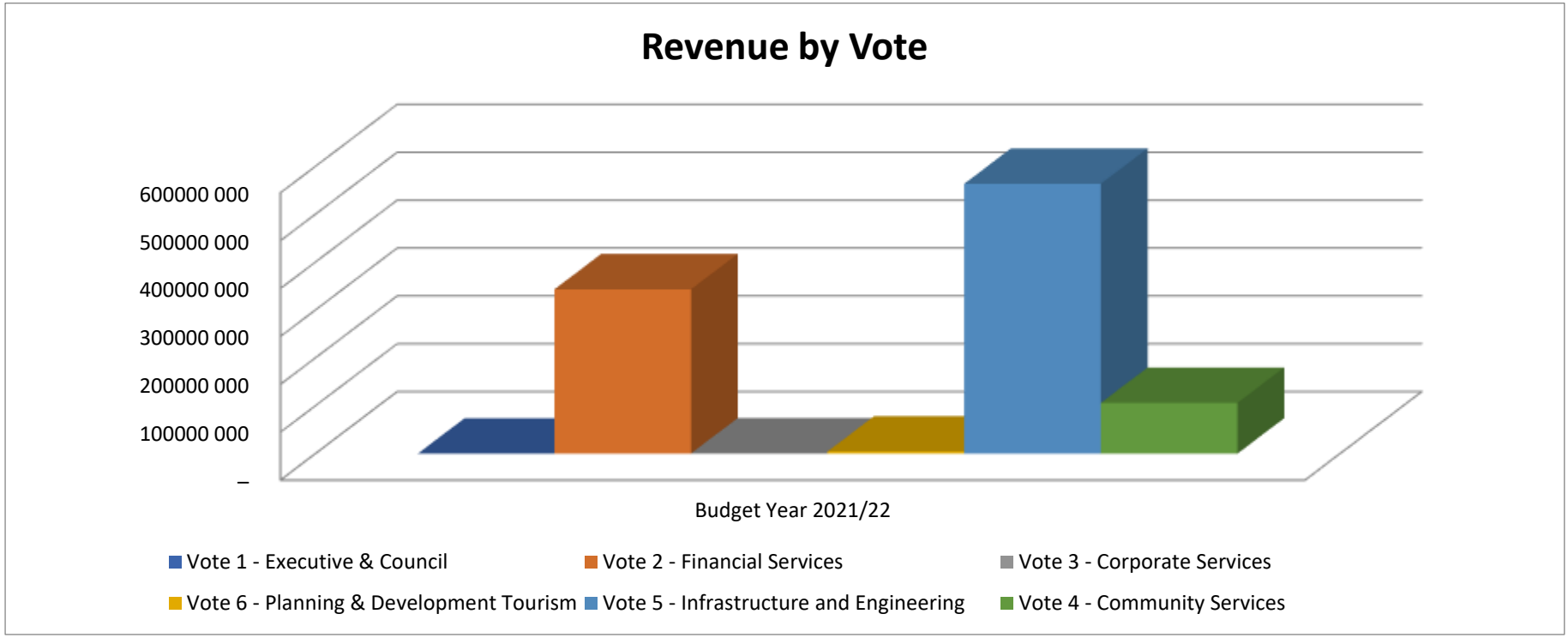
Interest earned - outstanding debtors	10 674	12 820	2 668	3 011	5 337	6 120	9 615	9,790	12 820		
Fines, penalties and forfeits	2 238	794	559	194	1 119	397	596	1,118	794		
Licences and permits	25 746	12 873	6 436	6 976	12 873	6 909	9 655	9,738	12 873		
								1,935			
Transfers and subsidies	153 324	154 418	38 331	61 074	76 662	113 335	154 418	151,402	154 418		
Other revenue	20 873	23 022	5 218	1 675	10 437	17 206	17 266	18,750	23 022		
Total Revenue (excluding capital transfers and contributions)	**976 647**	**973 163**	**244 162**	**310 471**	**488 323**	**557 476**	779 469	**787,546**	**973 163**	**–**	

1.2. Revenue by Vote

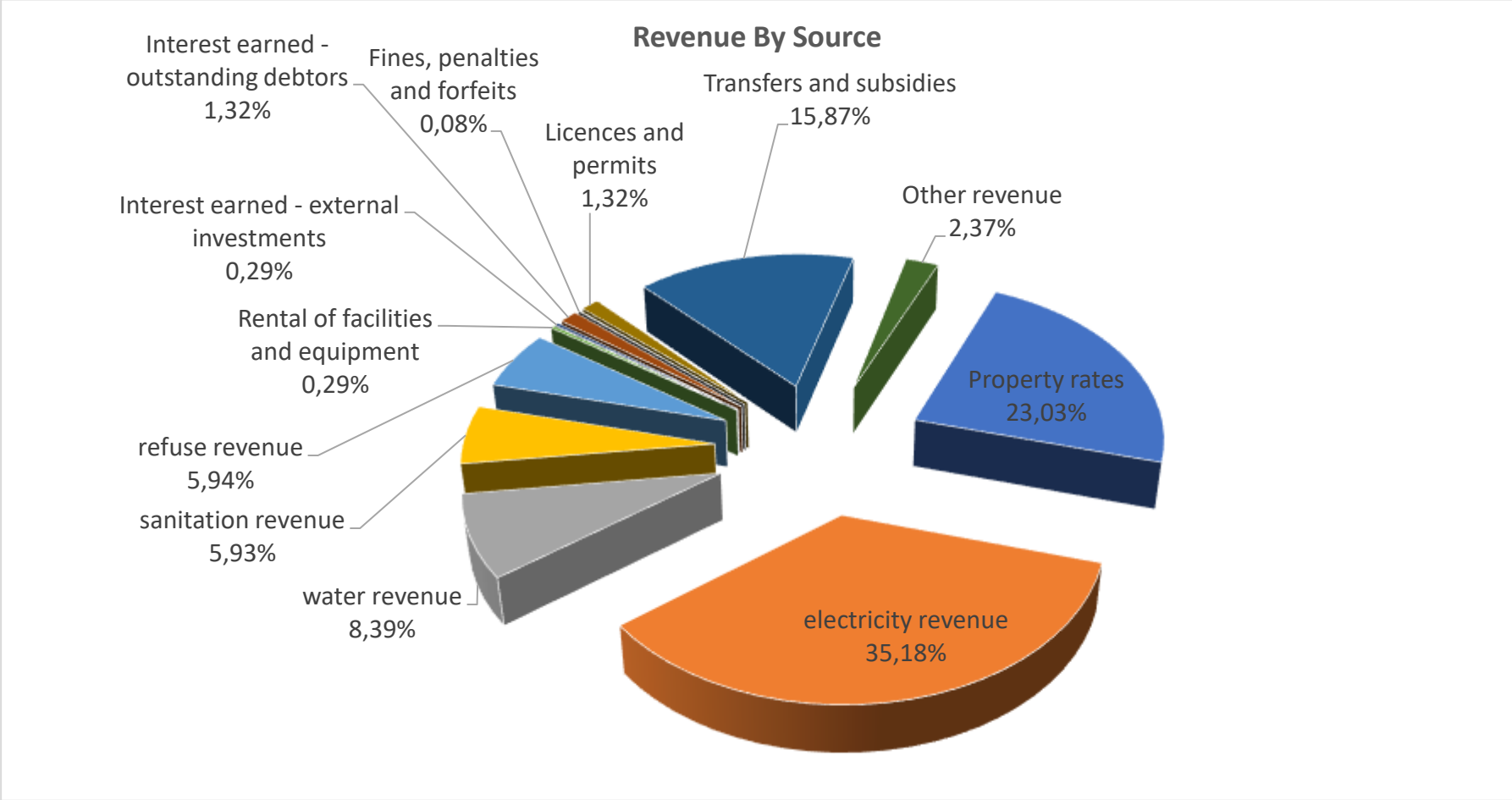
Vote Description	Budget 2021/22		Quarter 1		Quarter 2		Quarter 3		Quarter 4		
	Sept 2021 Adjusted Budget	Feb 2022 Adjusted Budget	Sept 2021 Adjusted Budget Target	30 Sept 2021 YearTD actual	Sept 2021 Adjusted Budget	31 Dec 2021 YearTD actual	Feb 2022 Adjusted Budget Q3 target	31 Mar 2022 YearTD actual	Feb 2022 Adjusted Budget Q4 target	30 Jun 2022 YearTD actual	% of Budget
R thousands											
Revenue by Vote											
Vote 1 - EXECUTIVE COUNCIL	–	1 070					802		1 070		

Vote 2 - FINANCIAL SERVICES	343 009	335 875	85 752	161 520	171 504	266 114	251 906	345,248	335 875		
Vote 3 - CORPORATE SERVICES	319	721	80	48	160	376	541	482	721		
Vote 4 - COMMUNITY SERVICES	105 755	103 834	26 439	24 352	52 878	44 265	77 876	67,207	103 834		
Vote 5 - INFRASTRUCTURE AND ENGINEERING	563 415	586 305	140 854	126 712	281 707	263 838	439 729	397,456	586 305		
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	4 404	5 001	1 101	1 133	2 202	2 396	3 751	3,500	5 001		
Total Revenue by Vote	**1 016 903**	**1 032 806**	**254 226**	**313 766**	**508 451**	576 989	**774 605**	**813,894**	**1 032 806**		

1.3. Budgeted Revenue Graph (illustration)



1.4. Source of Budgeted Income Graph (illustration)



2. EXPENDITURE - BUDGETS

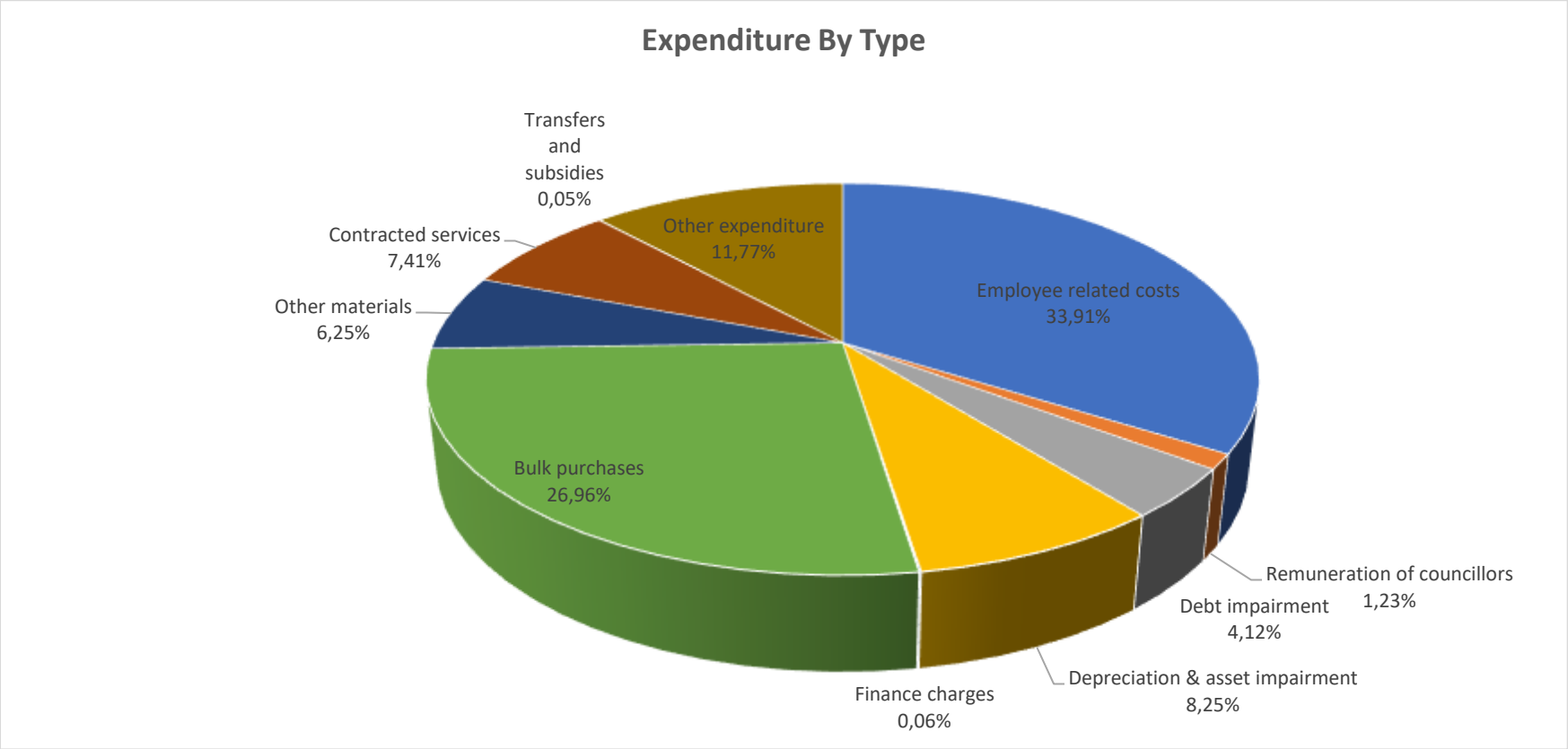
2.1 Operating Expenditure by Vote

Vote Description	Budget 2021/22		Quarter 1		Quarter 2		Quarter 3		Quarter 4		
	Sept 2021 Adjusted Budget	Feb 2022 Adjusted Budget	Sept 2021 Adjusted Budget Target	30 Sept 2021 YearTD actual	Sept 2021 Adjusted Budget	31 Dec 2021 YearTD actual	Feb 2022 Adjusted Budget Q3 target	31 Mar 2022 YearTD actual	Feb 2022 Adjusted Budget Q4 target	30 Jun 2022 YearTD actual	% of Budget
R thousands											
Expenditure by Vote											
Vote 1 - EXECUTIVE COUNCIL	52 647	55,260	13 162	9 482	26 323	23 501	41 445	36,555	55,260		
Vote 2 - FINANCIAL SERVICES	107 877	100,944	26 969	16 843	53 939	36 099	75 708	53,070	100,944		
Vote 3 - CORPORATE SERVICES	45 011	64,037	11 253	8 312	22 505	19 705	48 028	28,658	64,037		
Vote 4 - COMMUNITY SERVICES	213 660	213,895	53 415	40 991	106 830	98 787	160 421	146,846	213,895		
Vote 5 - INFRASTRUCTURE AND ENGINEERING	623 142	647,745	155 785	161 144	311 571	315 917	485 809	458,996	647,745		
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	33 980	30,976	8 495	4 365	16 990	10 902	23 232	15,892	30,976		
Total Expenditure by Vote	**1 076 316**	**1 112 858**	**269 079**	**241 136**	**538 158**	**504 911**	**834 644**	**740,018**	**1 112 858**		

2.2 Operating Expenditure by Type

Description	Budget 2021/22		Quarter 1		Quarter 2		Quarter 3		Quarter 4		
	Sept 2021 Adjusted Budget	Feb 2022 Adjusted Budget	Sept 2021 Adjusted Budget Target	30 Sept 2021 YearTD actual	Sept 2021 Adjusted Budget	31 Dec 2021 YearTD actual	Feb 2022 Adjusted Budget Q3 target	31 Mar 2022 YearTD actual	Feb 2022 Adjusted Budget Q4 target	30 Jun 2022 YearTD actual	% of Budget
R thousands											
Expenditure By Type											
Employee related costs	378 927	377 340	94 732	73 553	189 464	171 557	283 005	249,832	377 340		
Remuneration of councillors	13 651	13 651	3 413	3 331	6 825	6 657	10 238	10,130	13 651		
Debt impairment	53 726	45 817	13 432	–	26 863	–	34 363	3,103	45 817		
Depreciation & asset impairment	91 830	91 830	22 958	17 054	45 915	36 616	68 876	56,179	91 830		
Finance charges	716	716	179	150	358	232	537	289	716		
Bulk purchases - electricity	290 000	300 000	72 500	95 874	145 000	161 058	225 000	226,415	300 000		
Inventory consumed	65 429	69 536	16 357	6 236	32 714	36 165	52 152	57,385	69 536		
Contracted services	81 153	82 430	20 288	19 259	40 577	39 143	61 822	51,071	82 430		
Transfers and subsidies	650	550	163	–	325	–	413	27	550		
Other expenditure	100 233	130 987	25 058	25 679	50 117	53 453	98 241	85,587	130 987		
Total Expenditure	**1 076 316**	**1 112 858**	**269 079**	**241 136**	**538 158**	**504 882**	**834 643**	**740,018**	**1 112 858**	**–**	

2.3 Budgeted Expenditure Graph (illustrative)



2.4 Capital Works Project Register: 2021/22

DIRECTORATES	DEPARTMENT	FUNDING	PROJECTS	PROJECT NR	Adjusted Budget 2021/22	Actuals as at 31 March 2022
COMMUNITY SERVICES	FIRE SERVICES	Distr	Fire Vehicle	FT911	1,638,000	1,298,946
COMMUNITY SERVICES	PARKS AND OPEN SPACES	Internal	5X Trailes	101782	200,000	169,490
COMMUNITY SERVICES	Envornmental Management Fee	Internal	Kouga Skip Bins	CP4_EMF	200,000	-
COMMUNITY SERVICES	Protection Services	Internal	Machinery and Equipment (Security Cameras System)	PC_1004	300,000	32,191
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Machinery and Equipment (Generator)	1011113	230,000	199,978
COMMUNITY SERVICES	Parks & Open Space	Internal	Machinery and Equipment	PC_1003	80,000	41,984
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Machinery and Equipment (Radio communication) -	1011115	100,000	41,730
COMMUNITY SERVICES	Sport & Recreation	Internal	Furniture and Equipment	CP_9	100,000	-
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Playdetactor (Machinery and Equipment)	1011111	155,000	155,000
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Machinery and Equipment (Quardbike)	1011114	95,598	95,598
COMMUNITY SERVICES	Fire Services	Internal	Fencing Humansdorp Fire Station	CP1_FS	600,000	492,448
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Furniture and Equipment - Operations room	1011112	17,197	17,197
COMMUNITY SERVICES	SPORT & RECREATION	Internal	Fencing Sport and Recreational Facilities	1011118	1,500,000	1,198,721
COMMUNITY SERVICES	Fire Services	Internal	Vehicle	CP_23	565,000	-
COMMUNITY SERVICES	Beach	Internal	Upgrading of Pellsrus, Kabeljous, Cape St Francis	PC_A001	100,000	-
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Computer Equipment - Operatons Room	1011116	23,400	23,400
COMMUNITY SERVICES	ENVIRONMENTAL MANAGEMENT	Internal	Machinery and Equipment	PC_1002	33,700	12,783
COMMUNITY SERVICES	CEMETERIES	Internal	Ablution Facilities New	1011104	150,000	-
COMMUNITY SERVICES	ENVIRONMENTAL MANAGEMENT	Internal	Computer Equipment	CP_4	66,300	-
					6,154,195	**3,779,465**
CORPORATE SERVICES	Corporate Services	Internal	Computer Software and Applications	CP_60	287,000	- 165,620
CORPORATE SERVICES	Corporate Services	Internal	Fencing of municipal building	PC_1023	629,206	419,400
CORPORATE SERVICES	Corporate Services	Internal	Furniture and Equipment	CP_9	150,000	141,919
CORPORATE SERVICES	Skills Development	Internal	Computer Equipment	CP_4	21,501	21,501
CORPORATE SERVICES	Corporate Services	Internal	Computer Equipment	CP_4	141,843	86,916
CORPORATE SERVICES	ADMINISTRATION SERVICES	Internal	Bio-metric System	CP_CPS1	600,000	177,729
CORPORATE SERVICES	ADMINISTRATION SERVICES	Internal	Communications _ LED Screen	CORP02	300,000	-
CORPORATE SERVICES	ADMINISTRATION SERVICES	Internal	Communications _ Digital Screen	CORP01	100,000	-
					2,229,550	**681,845**

DIRECTORATES	DEPARTMENT	FUNDING	PROJECTS	PROJECT NR	Adjusted Budget 2021/22	Actuals as at 31 March 2022
EXECUTIVE & COUNCIL	MAYOR	Internal	Furniture and Equipment - Municipal Court	0803217	100,000	-
EXECUTIVE & COUNCIL	Council	Internal	Furniture and Equipment	CP_9	100,000	70,976
EXECUTIVE & COUNCIL	MAYORAL COMMITTEE	Internal	Furniture and Equipment - Ward Councillors Offices	1011101	150,000	-
EXECUTIVE & COUNCIL	MAYOR	Internal	Electronic and Computer Equipment	1011120	200,000	119,679
EXECUTIVE & COUNCIL	MAYOR	Internal	Vehicle	CP_23	1,200,000	500,000
EXECUTIVE & COUNCIL	MUNICIPAL MANAGER	Internal	Computer Equipment	CP_4	150,000	119,451
EXECUTIVE & COUNCIL	MAYOR	Internal	PA system/Data projector/Screens/Sound	1011102	70,000	-
EXECUTIVE & COUNCIL	WARD COUNCILLORS	Internal	Ward councilors Capital project	PC_65	750,000	213,456
EXECUTIVE & COUNCIL	WARD COUNCILLORS	Internal	Computer Equipment	CP_4	705,000	475,883
EXECUTIVE & COUNCIL	Risk and Internal Audit Unit	Internal	Computer Equipment	CP_4	20,000	-
EXECUTIVE & COUNCIL	Risk and Internal Audit Unit	Internal	Furniture and Equipment	CP_54	25,000	-
					3,470,000	**1,499,445**
FINANCE	ASSET MANAGEMENT	Internal	Single Cap Bakkie for stock verification	101773	350,000	-
FINANCE	SCM	Internal	Machinery and Equipment	PC_1003	12,700	12,700
FINANCE	ASSET MANAGEMENT	Internal	Office Equipment	101771	5,998	5,998
FINANCE	ASSET MANAGEMENT	Internal	Office Equipment	101772	12,000	4,607
FINANCE	ASSET MANAGEMENT	Internal	Replacement of Electrical Transformer _ Humansdorp	AM001	863,540	-
FINANCE	REVENUE	Internal	2 Single Cab Bakkie	0803219	452,000	451,382
FINANCE	Finance: IT	Internal	Furniture and Equipment	CP_9	69,007	69,007
FINANCE	Finance: IT	Internal	Cibex Software	CP_075	600,000	-
FINANCE	Finance: IT	Internal	Computer Equipment	CP_4	914,244	464,913
FINANCE	Finance: IT	Internal	WIFI Solution	PC_017	100,000	46,141
FINANCE	Finance: IT	Internal	Network Upgrade	CP_2241	250,000	24,000
FINANCE	Finance: IT	Internal	Furniture and Equipment	CP_4	86,957	-
					3,716,446	**1,078,748**

DIRECTORATES	DEPARTMENT	FUNDING	PROJECTS	PROJECT NR	Adjusted Budget 2021/22	Actuals as at 31 March 2022
INFRASTRUCTURE & ENGINEERING	Electricity	Internal	Saffery Substation	CP7_ELC	1,000,000	860,401
INFRASTRUCTURE & ENGINEERING	Water	Internal	Replace 250mm Water Main Canal Road St Francis Bay	CP7_WAT	163,000	51,536
INFRASTRUCTURE & ENGINEERING	Water	Internal	Repair Leaking Concrete Water Tower Paradise Beach	CP_4WAT	310,000	-
INFRASTRUCTURE & ENGINEERING	Water	Internal	Replace Main Waterline Sout Rivier Bridge Crossing	CP5_WAT	295,000	123,777
INFRASTRUCTURE & ENGINEERING	Water	Internal	Replace 250mm Water Main Mimosa Street Jbay	CP6_WAT	104,000	53,803
INFRASTRUCTURE & ENGINEERING	Sewerage	Internal	New bypass Sewer Rising Main and Pump Stations Jbay	CP5_SW	992,000	91,472
INFRASTRUCTURE & ENGINEERING	Sewerage	Internal	Upgrade Sewer Rising Mains Jbay (La Mer-4A-4B) Pre	CP4_SW	326,000	67,139
INFRASTRUCTURE & ENGINEERING	WATER	DRG	Connect 4 x drilled boreholes to treatment works	I&E002	10,869,565	4,359,803
INFRASTRUCTURE & ENGINEERING	WATER	Internal	Connect up 3 x boreholes Soetkloof Hankey	I&E001	2,875,000	-
INFRASTRUCTURE & ENGINEERING	Sewerage	Internal	Piped Reticulation - St Francis Bay	CP7_SEW	295,000	104,848
INFRASTRUCTURE & ENGINEERING	Water	Internal	Machinery & Equipment	CP_10SW	180,000	12,792
INFRASTRUCTURE & ENGINEERING	METERING & REVENUE	Internal	Bulk 66kv Overhead lines	CP66KV	2,147,319	1,876,376
INFRASTRUCTURE & ENGINEERING	Sewerage	MIG	Upgrade Sanitation System Old Hankey	PC_012	14,981,698	5,241,368
INFRASTRUCTURE & ENGINEERING	METERING & REVENUE	INEP	Ocean View Electrification	ELEC711	6,782,609	5,840,023
INFRASTRUCTURE & ENGINEERING	Sewerage	Internal	Upgrade Loerie sewer pump station	CP_2SW	147,000	26,964
INFRASTRUCTURE & ENGINEERING	Public Works	MIG	Upgrading of Gravel Roads in Humansdorp	PC_075	14,235,217	9,032,724
INFRASTRUCTURE & ENGINEERING	PROJECT MANAGEMENT UNIT (PMU)	MIG	Mini Fresh Food and Craft Markets in Jbay & Hankey		728,750	454,713
INFRASTRUCTURE & ENGINEERING	PROJECT MANAGEMENT UNIT (PMU)	Internal	Mini Fresh Food and Craft Markets in Jbay & Hankey	CP_369	400,000	-
INFRASTRUCTURE & ENGINEERING	SEWERAGE	Internal	Construct emergency overflow pond Koraal Sewer	CP_3SW	100,000	-
INFRASTRUCTURE & ENGINEERING	PROJECT MANAGEMENT UNIT (PMU)	MIG	Upgrading/Improvement of Sport Facilities within Kouga Region (Lo	MIG01	500,000	-
INFRASTRUCTURE & ENGINEERING	PROJECT MANAGEMENT UNIT (PMU)	MIG	Upgrading/Improvement of Sport Facilities within Kouga Region (Se	MIG02	2,342,087	-
INFRASTRUCTURE & ENGINEERING	WATER	Internal	WATER TANKS - JEFFREYS BAY	W9801	840,000	-
INFRASTRUCTURE & ENGINEERING	WATER	Internal	Connecting Kruisfontein borehole to Humansdorp Water Tretment	WAT004	10,335,694	-
INFRASTRUCTURE & ENGINEERING	WATER	Internal	Connect 4 x drilled boreholes to treatment works	I&E002	815,435	2,371,171
INFRASTRUCTURE & ENGINEERING	WATER	Internal	WATER TANKS - HUMANSDORP	W9802	2,100,000	-
					73,865,374	**30,568,909**
PLANNING, DEVELOPMENT & TOURISM	Planning & Development	Internal	Computer Software and Applications	CP_60	220,000	90,978
PLANNING, DEVELOPMENT & TOURISM	Planning & Development	Internal	Furniture and equipment	CP_54	300,000	10,010
PLANNING, DEVELOPMENT & TOURISM	LOCAL ECONOMIC DEVELOPMENT	Internal	Computer Equipment	CP_4	83,898	77,971
PLANNING, DEVELOPMENT & TOURISM	Economic Development: Tourism	Internal	Restoration of Fisherman Grave Site	CP2_EDT	150,000	23,100
PLANNING, DEVELOPMENT & TOURISM	LAND & PROPERTY ADMINISTRATION	Internal	Furniture and equipment	CP_54	451,528	163,598
PLANNING, DEVELOPMENT & TOURISM	LAND & PROPERTY ADMINISTRATION	Internal	Computer Equipment	CP_4	100,000	34,565
PLANNING, DEVELOPMENT & TOURISM	LOCAL ECONOMIC DEVELOPMENT	Internal	Kouga Business Support Centre	CP1_EDB	600,000	-
					1,905,426	**400,221**
				Total	**91,340,991**	**38,008,633**

3. OFFICE OF THE MUNICIPAL MANAGER

6.1 OFFICE OF THE MUNICIPAL MANAGER														
SOD:1.1	**EXECUTIVE SUPPORT**: To provide office management service to the Municipal Manager													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Performance	Number of Institutional performance reports submitted to Council	4	4	4	1/4	1/4	2/4	2/4	3/4	3/4	4/4		1	MM
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	Annual Performance Report to Council on 31 August 2021 Item no. 21/08/CMM2												
	QUARTER 2	Submitted Q1 Performance Report to Council on 10 December 2021												
	QUARTER 3	Submitted Q2 (Mid-year performance report to Council on 31 January 2022.												
	QUARTER 4													
SOD:1.2	**RISK MANAGEMENT AND INTERNAL AUDIT**: To assess municipal risks and provide and independent appraisal of the adequacy and effectiveness of financial controls in the municipality													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Risk Monitoring	Number of Risk Management Meetings Held	4	4	4	1/4	1/4	2/4	2/4	3/4	3/4	4/4		1	MM
	COMMENT AND CORRECTIVE ACTIONS													

	QUARTER 1	1 of 4 Meetings held. Risk meeting held with I&E on 08 July 2021 to populate risk register.											
	QUARTER 2	2 of 4 Meetings held. Risk meeting held with Community Services Directorate on 01 Dec 2021											
	QUARTER 3	3 of 4 meetings held. SCM/BTO held 14 Feb 2022											
	QUARTER 4												
	Number of Audit Committee Meetings held	4	4	4	1/4	1/4	1/4	1/4	3/4	3/4	4/4		1	MM
	COMMENT AND CORRECTIVE ACTIONS												
	QUARTER 1	1 of on 25 August 2021											
	QUARTER 2	1 of 4 Kouga Audit Committee Meetings held in quarter 1, KLM AC postponed to Jan 2022 due to resignation of Chair											
	QUARTER 3	2 of 4 and 3 of 4 Audit Committee meetings held on 24 Feb and 23 March 2022											
	QUARTER 4												
	Number of Institutional Risk Assessment Reviews completed by 30 June 2022	1	1	1	-	-	-	-	-	-	1		1	MM
	COMMENT AND CORRECTIVE ACTIONS												
	QUARTER 1	N/A											
	QUARTER 2	N/A											
	QUARTER 3	N/A											
	QUARTER 4												
SOD:1.3	**INTEGRATED DEVELOPMENT PLANNING**: To develop and coordinate a credible Integrated Development Plan that will address the developmental needs of the community.												
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets									Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021	Ending 31 December 2021	Ending 31 March 2022	Ending 30 June 2022					

					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Strategic Planning	Number of IDP Process Plans submitted to Council by 31 August 2021	1	1	1	1	1	-	1	-	1	-		1	Manager IDP
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	Draft IDP Process Plan submitted to Council on 31 August 2021 Item 21/08/MM11												
	QUARTER 2	Draft IDP Process Plan submitted to Council on 31 August 2021 Item 21/08/MM11												
	QUARTER 3	Draft IDP Process Plan submitted to Council on 31 August 2021 Item 21/08/MM11												
	QUARTER 4	Draft IDP Process Plan submitted to Council on 31 August 2021 Item 21/08/MM11												
	Number of draft IDP's submitted to Council by 31 March 2022	1	1	1	-	-	-	-	1	1	-		1	Manager IDP
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	1 Draft IDP submitted to Council on 31 March 2022												
	QUARTER 4	1 Draft IDP submitted to Council on 31 March 2022												
	Number of Final IDP's submitted to Council by 31 May 2022	1	1	1	-	-	-	-	-	-	1		5	MM
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	N/A												

	QUARTER 4													
	Number of Ward Public meetings **held** to determine Ward Priorities	15	15	15	-	-	7/15	0/15	15/15	0/15	-		2	Manager IDP
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	Ward Public meetings could not be held as a result of the Local Government Elections on 1 November 2021. No new structures in place during quarter 2.												
	QUARTER 3													
	QUARTER 4													
	Number of IDP Representative Forum Meetings held	3	2	2	-	-	1/2	0/'2	2/2	1/2	-		2	Manager IDP
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	IDP Representative Forum meetings could not be held as a result of the Local Government Elections on 1 November 2021. No new structures in place during quarter 2.												
	QUARTER 3	IDP Representative Forum held onn22 March 2022												
	QUARTER 4													
	Number of Ward based planning sessions **held** with Ward Committees.	1	1	1	-	-	1	0	-		-		2	Manager IDP
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	No ward-based planning sessions could be held as a result of the Local Government elections on 1 November 2021. No new structures were in place for quarter 2												

	QUARTER 3													
	QUARTER 4													
	Number of Strategic Planning Sessions **held** to review IDP objectives	1	1	1	-	-	1	0	-	1	-		10	Municipal Manager
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	No strategic Planning session held in quarter 2 for reason of the Local Government Elections on 1 November 2021.												
	QUARTER 3	1 Strategic Planning Session held on 15 March 2022.												
	QUARTER 4													
	Number of approved IDP's uploaded to Web Site by 15 June 2022	1	1	1	-	-	-	-	-	-	1		1	Manager IDP
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	N/A												
	QUARTER 4													

SOD:1.4	**PERFORMANCE MANAGEMENT**: To develop, maintain and monitor the institutional performance management system/SDBIP in the municipality.													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
	Number of SDBIP's submitted to the	1	1	1	-	-	-	-	-	-	1		1	MM

Performance Planning	Mayor for approval within 14 days of adoption of the Annual Budget													
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	N/A												
	QUARTER 4													
	Number of approved SDBIP's submitted to Council by 31 July 2021	1	1	1	1	1	-	1	-	1	-		1	MM
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	SDBIP submitted to Council on 30 July 2021. Item 21/07/MM2												
	QUARTER 2	SDBIP submitted to Council on 30 July 2021. Item 21/07/MM2												
	QUARTER 3	SDBIP submitted to Council on 30 July 2021. Item 21/07/MM2												
	QUARTER 4	SDBIP submitted to Council on 30 July 2021. Item 21/07/MM2												
	Number of SDBIP's uploaded to web within 10 days of adoption by Council	1	1	1	1	1	-	1	-	1	-		1	MM
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	SDBIP Uploaded to Website on 5 July 2021												
	QUARTER 2	SDBIP Uploaded to Website on 5 July 2021												
	QUARTER 3	SDBIP Uploaded to Website on 5 July 2021												
	QUARTER 4	SDBIP Uploaded to Website on 5 July 2021												

	Number of signed performance agreements submitted to Council by 31 August 2021	6	6	5	**5**	5	-	5	-	5	-		1	Manager PMS
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	Item 21/08/MM12 5 Performance Agreements submitted to Council on 31 August 2021												
	QUARTER 2	Item 21/08/MM12 5 Performance Agreements submitted to Council on 31 August 2021												
	QUARTER 3	Item 21/08/MM12 5 Performance Agreements submitted to Council on 31 August 2021												
	QUARTER 4	Item 21/08/MM12 5 Performance Agreements submitted to Council on 31 August 2021												
	Number of Performance Agreements uploaded to Web Site within 10 days of approval	6	5	5	**5**	5	-	5	-	5	-		1	Manager PMS
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	5 Agreements loaded 31 August 2021.												
	QUARTER 2	5 Agreements loaded 31 August 2021.												
	QUARTER 3	5 Agreements loaded 31 August 2021.												
	QUARTER 4	5 Agreements loaded 31 August 2021.												

SOD:1.5	**MEDIA AND COMMUNICATION**: To provide comprehensive communications and intergovernmental relation services.													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Communication	Number of Kouga News publications	1	1	1	-	2	1-	4	-	6	1		1	Media Liaison Officer

	prepared and circulated per annum													
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	2 Kouga News publications. 1 Newspaper articles for Kouga up to 29 August = 61. Good Governance Booklet (Similar to Newsletter) August 2016 to June 2021 done during August 2021 for Gamtoos Valley, Good Governance Booklet for Jeffreys Bay August 2016 to June 2021 done June/July 2021. 2 Full-page advertorials twice per month to highlight service delivery highlights												
	QUARTER 2	2 Kouga News publications. Newspaper articles for Kouga Municipality (October 2021 to December 2021) = 103. Videos and sound bites for same period: 158. Full-page advertorials twice a month for October to highlight service delivery successes Four-page wrapper to highlight drought situation.												
	QUARTER 3	2 Kouga News publications. 1. Newspaper articles for Kouga Municipality (January 2022 – March 2022) = 69 Videos and sound bites for same period:103 Four-page wrapper to highlight service delivery successes from February 2021 to February 2022.												
	QUARTER 4													
Communications Policy and Strategy	Number of Communications Policy and Strategy approved by 30 June 2022	-	1	1	-	-	-	-	-	-	1		2	Communications Officer
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	N/A												
	QUARTER 4													
Municipal Web Site	Due date compliance with the Overhaul the functionality of	30 June 2022	30 June 2022	30 June 2022	-	-	-	-	-	-	30/6/22		5	Media Liaison Officer

	the website to include payment portals for various functions like traffic fines													
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	N/A												
	QUARTER 4													

SOD:1.6	To provide professional, effective and efficient legal support ti Council and Administration, to protect the municipality's interests and mitigate legal risks													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Mitigate Legal Risks	Number of reports on legal risks submitted to Council	4	4	4	1/4	1/4	2/4	2/4	3/4	3/4	4/4		1	MM
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	1 OF 4 Reports submitted. First report prepared for Ordinary Council meeting scheduled for 30 September 2021.												
	QUARTER 2	2 of 4 reports submitted. 2nd Report submitted to Council 13 December 2021												
	QUARTER 3	3 of 4 reports submitted. 3rd report submitted to Council on 31 March 2022												
	QUARTER 4													
Delegation Framework	Number of Delegation Frameworks reviewed by 30 June 2022	1	1	1	-	-	-	-	-	-	1		5	Manager Legal Services

	COMMENT AND CORRECTIVE ACTIONS												
	QUARTER 1	N/A											
	QUARTER 2	N/A											
	QUARTER 3	Review Conducted and submitted to Policy workshop for discussion and consideration											
	QUARTER 4												
Municipal Code	Audit and review By-Laws by 30 June 2022	30/6/21	30/6/22	30/6/22	-	-	-	-	-	-	30/6/22		5	Manager Legal Services
	COMMENT AND CORRECTIVE ACTIONS												
	QUARTER 1	N/A											
	QUARTER 2	N/A											
	QUARTER 3	Water Supply and Sanitation Services By -law under review. Drafting of new Wayleave By-law											
	QUARTER 4												
Municipal Court	Number of Municipal Courts Established **by 30 June 2022**	-	1	1	-	-	-	-	-	-	1/1		20	MM
	COMMENT AND CORRECTIVE ACTIONS												
	QUARTER 1	N/A											
	QUARTER 2	N/A											
	QUARTER 3	Council approval obtained by Council resolution on 31 March 2022											
	QUARTER 4												
SOD:5.2	HUMAN RESOURCE MANAGEMENT: To render human resources management and support services to the municipality that will sustain the optimal utilization of the municipality's human capital.												Responsible person
Focus Area		Baseline	2021/2022: Quarterly Targets								Weight		

	Key Performance Indicator		Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Organogram	Vacancy rate for approved budgeted posts	2.7%	2.7%	2.7%	2.7%	3.1%	2.7%	3%	2.7%	3%	2.7%		10	MM
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	Vacancy rate 3.1% as at 31 September 2021												
	QUARTER 2	Vacancy rate 3% as at 31 December 2021												
	QUARTER 3	Vacancy rate as at 31 March 2022												
	QUARTER 4													
	% Staff costs compared to operational budget	35%	35%	35%	35%	6.85%	35%	15.96%	35%	25.73%	35%		25	MM
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	2,27% of operational budget at 31 July 2021 4,55% of operational budget at 31 August 2021 6,85% of operational budget at 30 September 2021												
	QUARTER 2	2.94% of operational budget as at 31 October 2021 3.75% of operational budget as at 30 November 2021 2.42% of operational budget as at 31 December 2021 **Total for year so far= 15.96%**												
	QUARTER 3	**Total for year so far = 25.73%**												
	QUARTER 4													
	Number of people from employment	2AM	-	3 AM	-	1AF	-	1AF	-	2AF	3AM		1	MM

Employment Equity	equity target groups employed in the three highest levels of management in accordance with the approved Employment Equity Plan by the end of June	2AF		2 AF		3AM		3 AM		2 AM	2 AF			
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	1 African female, and 3 African males appointed as at 31 September 2021												
	QUARTER 2	1 African female, and 3 African males appointed as at 31 September 2021												
	QUARTER 3	2 African Male and 2 African Females as at 31 March 2022												
	QUARTER 4													

SOD:6.5	**SUPPLY CHAIN MANAGEMENT (SCM):** To manage supply chain management service to ensure proper systems, policies and procedures and control for demand, acquisition, logistics, assets and disposal management													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 Dec 2019		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Budget spending	% Capital budget expenditure	90%	95%	95%	10/95%	1.37/95%	45/95%	33/95%	85/95%	41.6/95%	95/95%		25	MM
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	As at 31 July 2021 there was no capital budget expenditure. Note financial information only become available 10 days after month end. Reported figure up to end August 2021. Figures to include September 2021 only available after 10 September 2021.												
	QUARTER 2	33% Capital Budget expenditure as at 31 December 2021												
	QUARTER 3	41.61% Capital Budget expenditure as at 31 March 2022												
	QUARTER 4													

	Number of meetings **held** on the implementation of the procurement plan	-	6	6	1/6	6/6	2/6	8/6	4/6	10/6	6/6		1	MM
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	6/6 Procurement Plan implementation discussed at Top Management Meetings. 6 Top Management meetings held												
	QUARTER 2	8/6 Procurement Plan implementation discussed at Top Management Meetings. 2 Top Management meetings held												
	QUARTER 3	10/6 Procurement Plan Implementation discussed at Top Management Meetings. 2 Top Management meetings, 24 Jan 2022 and 14 Feb 2022												
	QUARTER 4													

SOD:3.2	**DEVELOPMENT (LED) AND TOURISM:** To plan and develop a coherent and integrated framework for local economic development and tourism													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Local Economic Development	Number of LED Forum Meetings Held **in support of local economic development objectives**	4	4	4	1/4	1/4	2/4	2/4	3/4		4/4		1	MM
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	1 OF 4 LED forum meeting was held on 23 September 2021.												
	QUARTER 2	2 OF 4 LED forum meeting was held on 15 December 2021.												
	QUARTER 3													
	QUARTER 4													

	% Expenditure **of the budgeted allocation for** LED programs and projects	90%	90%	90%	10/90%	Less than 5%	45/90%	0% Cap 8% Ops	80/90%		90/90%		5	MM
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	Less than 5%												
	QUARTER 2	0% Capex, 8% Opex												
	QUARTER 3													
	QUARTER 4													
	Number of jobs created through PPP	-	20	20	-	98/20	-	119/20	10/20		20/20		5	MM
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	98 Jobs created through the Municipal funded (partnership / sponsorship agreements) – Long Surfboard Championships = 89; Museum = 9												
	QUARTER 2	11 Jobs created through the Municipal funded (partnership / sponsorship agreements) Museum = 11 YTD total 119												
	QUARTER 3													
	QUARTER 4													
	Number of LED training opportunities provided **by Kouga Municipality** to SMME's	4	4	4	1/4	0/4	2/4	1/4	3/4		4/4		1	MM
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	The Informal Business Support Programme Workshop was held on 7 September 2021. The SMME'S Were also capacitated with covid 19 equipment by the Municipality through the BIGM programme. The Department rolled out a Tourism Ambassador Training on 28 -30 September 2021.												

	QUARTER 2	The NYDA 5 Day Business Management Training was held on 8 – 12 November 2021 for 5 days in the Jeffreys Bay, Newton Hall. 18 SMME's Participated and Certificates were handed out to the Participants after completion.
	QUARTER 3	
	QUARTER 4	

	Procurement Plan implementation													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 Dec 2019		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Procurement Plan	% Compliance with the implementation of the Procurement Plan (Based on date of appointment	-	100	100%	-	-	-	-	80/100%		100/100%		25	All Directors
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1													
	QUARTER 2													
	QUARTER 3													
	QUARTER 4													

4. COMMUNITY SERVICES

KPA	**INFRASTRUCTURE AND BASIC SERVICE DELIVERY**													
Strategic Objective	SDO4: Directorate Community Services													
Directorate	Community Services													
Division	Solid Waste Management													
Function	Waste Management													
SOD:4.1	**SOLID WASTE MANAGEMENT:** To coordinate all functions/powers regarding solid waste management assigned to the municipality													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Vote number and budget	Weight
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Solid Waste	Number of Integrated Solid Waste Management Plans reviewed by 30 June 2022	1	1		-	-	-	-	-	-	1			15
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	Quarter 4 target													
Q2	Quarter 4 target													
Q3	Quarter 4 target													
Q4														
Strategic Objective	SDO4: Directorate Community Services													

Directorate	Community Services													
Division	Environmental Health Services													
Function	Environmental Health Management													
SOD:4.2	**ENVIRONMENTAL HEALTH:** To ensure that visitors and residents have a safe and healthy environment													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Vote number and budget	Weight
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Water quality control	Number of water samples submitted for bacteriological and chemical analysis	420 (Bact) 140 (Chem)	420 (Bact) 140 (Chem)	420 (Bact) 140 (Chem)	105/420 (Bact) 35/140 (Chem)	149 Bact 35 Chem	210/420 (Bact) 70/140 (Chem)	297 Bact 70 Chem	315/420 (Bact) 105/140 (Chem)	462 Bact 113 Chem	420/420 (Bact) 140/140 (Chem)			20
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	149 Bact 35 Chem													
Q2	Quarter 1 (149) + Quarter 2 (148) = 297 Bact Quarter 1 (35) + Quarter 2 (35) = 70 Chem													
Q3	Quarter 1 (149) + Quarter 2 (148) + Quarter 3 (165) = 462 Bact (315 Routine + 147 Covid 19) Quarter 1 (35) + Quarter 2 (35) + Quarter 3 (43) = 113 Chem (105 Routine + 8 Boreholes)													
Q4														
Health surveillance of premises	Number of premises subjected to Environmental Health inspections	740	850	2100	200/850	442/850	425/850	828/850	1464/ 2100	1627/2100				20

PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	A Total number of 442 premises inspected													
Q2	Quarter 1 (442) + Quarter 2 (386) = 828 premises inspected													
Q3	Quarter 1 (442) + Quarter 2 (386) + Quarter 3 (799) = 1627 premises inspected													
Q4														
KPA	**INFRASTRUCTURE AND BASIC SERVICE DELIVERY**													
Strategic Objective	SDO4: Directorate Community Services													
Directorate	Community Services													
Division	Safety and Security													
Function	Safety and security													
SOD:4.2	**SAFETY AND SECURITY:** Provide quality, sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga.													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Vote number and budget	Weight
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Safety and Security	Number of roadblocks conducted to keep Kouga safe	20	20	20	5/20	10/20	10/20	17/20	15/20	23/20	20/20			5
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	10 Road blocks conducted to keep Kouga safe													
Q2	Quarter 1 (10) + Quarter 2 (7) = 17 Roadblocks conducted													
Q3	Quarter 1 (10) + Quarter 2 (7) + Quarter 3 (6)= 23 Roadblocks conducted to keep Kouga safe													
Q4														

Safety and Security	Number of Joint Operations conducted to keep Kouga Safe	24	24	60	4/24	19/24	8/24	53/24	55/60	86/60	24/24			5
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	6 Joint Operations conducted													
Q2	Quarter 1 (19) + Quarter 2 (34) = 53 Joint Operations conducted (More Joint operations were conducted during the Festive Season)													
Q3	Quarter 1(19) + Quarter 2(34) + Quarter 3 (33) = 86 Joint Operations													
Q4														
Safety and Security	Number of fines issued	3500	3500	3500	875/3500	573/3500	1750/3500	1738/3500	2625/3500	4354/3500	3500/3500			5
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	Traffic fines = 388 By Law Enforcement = 185 Total 573 Fines issued													
Q2	Traffic fines = 1065 By Law Enforcement = 100 Total 1165 Fines issued for Quarter 2 Quarter 1 (573) + Quarter 2 (1165) = 1738 Fines issued													
Q3	Traffic fines = 2271 By law Enforcement fines = 345 Quarter 1 (573) + Quarter 2 (1165) + Quarter 3 (2616) = 4354 Fines issued													
Q4														
Strategic Objective	SDO4: Directorate Community Services													
Directorate	Community Services													

Division	Protection Services													
Function	Fire and Disaster Services													
SOD:4.4	**FIRE AND DISASTER:** To provide effective and efficient fire and disaster management services													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Vote number and budget	Weight
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Disaster Management	Number of Disaster Advisory Forum Meetings held	0	4		1/4	1/4	2/4	2/4	3/4	3/4	4/4			10
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	1 x Advisory Forum Meeting held on the 29 September 2021													
Q2	1 x Advisory Forum Meeting held on the 23 November 2021													
Q3	1 x Advisory Forum Meeting held on the 16 March 2022													
Q4														
Strategic Objective	SDO4: Directorate Community Services													
Directorate	Community Services													
Division	Environmental Management													
Function	Environmental Management													
SOD:4.	**ENVIRONMENTAL MANAGEMENT:** To provide effective and efficient safety and security services													

Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Vote number and budget	Weight
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Environmental Management	Number of CSF Dune Management and Maintenance Plans completed by 30 June 2022	0	1	1	-	-	-	-	-	-	1			10
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	No target set for Q1													
Q2	No target set for Q2													
Q3	No target set for Q3													
Q4														
Environmental Management	Number of Environmental Awareness Campaigns conducted	4	4	4	1/4	1/4	2/4	3/4	3/4	5/4	4/4			5
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	1 x Environmental Awareness Campaign conducted													
Q2	2 x Environmental Awareness Campaigns (7 – 11 October 2021, Marine Living – Dolphin Beach) and (3 December 2021 Water Awareness – Save Water)													
Q3	2 x Environmental Awareness Campaigns (7 – 11 February 2022, Waste Recycling) and (14 – 18 March 2022 National Water Week													
Q4														
Environmental Management	Number of Environmental Management	4	4		1/4	1/4	2/4	2/4	3/4	3/4	4/4			5

	Forum meetings held													

PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS	
Q1	1 x Environmental Management Forum meetings held on the 22 September 2021
Q2	1 x Environmental Management Forum Meeting held on the 07 October 2021
Q3	1 x Environmental Management Forum Meeting held on the 17 February 2022
Q4	

KPA	**FINANCIAL VIABILITY AND MANAGEMENT**
Strategic Objective	SDO6: Directorate Finance
Directorate	Finance
Division	Supply Chain Management
Function	Supply Chain Management
SOD:6.5	**SUPPLY CHAIN MANAGEMENT (SCM):** To manage supply chain management service to ensure proper systems, policies and procedures and control for demand, acquisition, logistics, assets and disposal management

Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets								Vote number and budget	Weight
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 Dec 2019		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Budget spending	% Capital budget expenditure	90%	95%		10/95%	**0,32%**	45/95%	33,12%	85/95%	79,18%	95/95%			55

PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS	
Q1	**0,32%** Capital budget expenditure
Q2	33,12% Capital budget expenditure
Q3	79,18% Capital budget expenditure

Q4														
Strategic Objective	SDO6: Directorate Finance													
Directorate	Finance													
Division	Budget and Treasury													
Function	Financial Reporting													
SOD:6.1	**BUDGET AND REPORTING:** To manage and control the implementation of budget policies and procedures, statements and reporting processes to ensuire legislative compliance.													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Vote number and budget	Weight
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 Dec 2019		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Financial Management	% Reduction in staff overtime compared to previous year	10%	5%		1/5%	25,28%	2.5/5%	-	4/5%	15,22%	5/5%			30
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	25,28% Reduction in staff overtime compared to previous year													
Q2	Reduction in staff overtime compared to previous year													
Q3	15,22% Reduction in staff overtime compared to previous year													
Q4														
Financial Management	% compliance with the 5-day turnaround target for the certification of invoices for payment and resubmission to	100%	100%		100%	100%	100%	100%	100%		100%			5

	finance calculated from date of receipt by the Directorate													
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	100% compliance with the 5-day turnaround target for the certification of invoices for payment and resubmission to finance calculated from date of receipt by the Directorate achieved. All invoices submitted to Community Services are forwarded to Finance within 3 days of submission. Average 2 days													
Q2	100% compliance with the 5-day turnaround target for the certification of invoices for payment and resubmission to finance calculated from date of receipt by the Directorate achieved. All invoices submitted to Community Services are forwarded to Finance within 3 days of submission. Average 2 days													
Q3	100% compliance with the 5-day turnaround target for the certification of invoices for payment and resubmission to finance calculated from date of receipt by the Directorate achieved. All invoices submitted to Community Services are forwarded to Finance within 3 days of submission. Average 2 days													
Q4														
Financial Management	Due date compliance with the submission of Tariff Review proposals for the Directorate for consideration with the budget preparations	28/2/21	28/2/22		-		-		28/2/22	23/2/22	-			5
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	Quarter 3 target													
Q2	Quarter 3 target													
Q3	Tariff Review proposals were submitted on the 23 February 2022													
Q4														

Financial Management	Due date compliance with the submission of business plans for projects relevant to the Directorate to be considered for inclusion in the budget	28/2/21	28/2/22						28/2/22	23/2/22				5
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	Quarter 3 target													
Q2	Quarter 3 target													
Q3	Business plans for THE 2022/23 projects were submitted on the 23 February 2022													
Q4														

	Procurement Plan implementation													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 Dec 2019		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Procurement Plan	% Compliance with the implementation of the Procurement Plan (Based on date of appointment	-	100	100%	-	-	-	-	80/100%		100/100%		25	All Directors
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1													

	QUARTER 2	
	QUARTER 3	
	QUARTER 4	

5. DIRECTORATE CORPORATE SERVICES

6.3 DIRECTORATE CORPORATE SERVICES														
SOD:5.1	**HUMAN RESOURCES:** To render human resources management and support services to the municipality that will sustain the optimum utilization of the municipality's human capital													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Organizational Structure	Number of Organograms reviewed by 30 June 2022	1	1	1	-	1	-	1	-	1	1		1	Director Corporate Services
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	1 Organogram reviewed as at 31 July 2021												
	QUARTER 2	1 Organogram reviewed as at 31 July 2021												
	QUARTER 3	1 Organogram reviewed as at 31 July 2021												
	QUARTER 4													
Employment Equity	Number of Employment Equity Reports submitted to Dept Labour	1	1	1	-	-	-	-	1	1	-		1	Director Corporate Services

	by 15 January 2022													
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	1 Employment Equity Report submitted to the Dept Labour on 10 January 2022												
	QUARTER 4	1 Employment Equity Report submitted to the Dept Labour on 10 January 2022												
Skills Development	% Expenditure of budget allocation for skills development **spent on skills development**	90%	100%	**95%**	5/**95**%	35.31%/95%	45/**95**%	100%/95%	90/**95**%	97.16%	**95/95**%		25	Director Corporate Services
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	46% expenditure as at 31 September 2021												
	QUARTER 2	90% committed expenditure as at 31 December 2021												
	QUARTER 3	97,16% committed expenditure as at 31 March 2022 – as budget was adjusted												
	QUARTER 4													
	Number of Workplace Skills Plans submitted to LGSETA by 30 April 2022	1	1	1	-	-	-	-	-	-	1		1	Director Corporate Services
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	N/A												

	QUARTER 4													
Occupational Health and Safety	Number of Workman's Compensation returns submitted by 31 May 2022	1	1	1	-	-	-	-	-	-	1		1	Director Corporate Services
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	N/A												
	QUARTER 4													
	Number of OHS meetings held	4	4	4	1/4	2/4	2/4	3/4	3/4	5/4	4/4		2	Director Corporate Services
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	1 meeting held on the 30th of July 2021 1 meeting held on the 22nd of September 2021. 2 of 4 meetings held												
	QUARTER 2	1 meeting held 9th of November 2021. 3 of 4 meetings held												
	QUARTER 3	2 meetings held 25 February 2022 and 31 March 2022. 5 of 4 OHS meetings held												
	QUARTER 4													

SOD:6.1	**BUDGET AND REPORTING:** To manage and control the implementation of budget policies and procedures, statements and reporting processes to ensure legislative compliance.								
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets						Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021	Ending 31 Dec 2019	Ending 31 March 2022	Ending 30 June 2022		

					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Financial Management	% Reduction in staff overtime compared to previous year	10%	5%	5%	1/5%	22%/5%	2.5/5%	+ 72%	4/5%	-36%	5/5%		25	Director Corporate Services
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	July 2020 (R 33 252.97) vs July 2021 (R3 234.32): 90% reduction in overtime August 2020 (R25 499.04) vs August 2021 (R9 818.35) - -61% reduction in overtime September 2020 (R14 941.55) vs September 2021 (R11 664.17) -22% reduction in overtime													
	QUARTER 2	October 2020 (R 8 170.83) vs October 2021 (R3 879.55) - -53% reduction in overtime November 2020 (R 6 279,70) vs November 2021 (R10 275,00) - 64% increase in overtime. This is due to Call Centre Operator being off throughout Nov month, Municipal elections held on a Monday (Public Holiday) – Call Centre Operator day off. Call Centre Operator was later transferred to Registry Section (as 22 Nov 2021). There will be an increase in December 2021 as well due to various reasons such as new call centre operator being trained and the month of December is usually when service delivery is the most busiest, and more staff being required. December 2020 (R 11 978,36) vs December 2021 (R20 665,64) - 72% increase in overtime. This is due to the peak season of Call Centre during December and January period.												
	QUARTER 3	January 2021 (R 10 275,00) vs January 2022 (R7 833,62) - 28% reduction in overtime. February 2021 (R R11 492,79) vs February 2022 (R7 320,16) - 36% reduction in overtime. March stats only available with April 2022 payroll.												
	QUARTER 4													
	% Compliance with the 5-day turnaround target for the certification of invoices for payment and resubmission to finance calculated from date of receipt	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%		2	Director Corporate Services

	by the Directorate													
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	As at end July 2021, as per Invoice summary a total of 13 invoices recorded with 0 days turnaround As at end August 2021, as per Invoice summary a total of 5 invoices recorded with 0 days turnaround As at end September 2021, as per Invoice summary a total of 20 invoices recorded, with 13 invoices showing a 0-day turn around time, 5 invoices showing a 1-day turn around time and 2 invoices showing a 2-day turnaround time												
	QUARTER 2	As at end October 2021, as per Invoice summary a total of 29 invoices recorded, with 19 invoices showing a 0-day turnaround time, 5 invoices showing a 2-day turnaround time, 4 invoices showing a 3-day turnaround time and 1 invoice showing 4-day turnaround. As at end November 2021, as per Invoice summary a total of 25 invoices recorded, with 25 invoices showing a 0-day turnaround time. As at end December 2021, as per Invoice summary a total of 41 invoices recorded, with 35 invoices showing a 0-day turnaround time, 4 invoices showing a 1-day turnaround time, 1 invoice showing a 2-day turnaround time and 1 invoice showing a 3-day turnaround time.												
	QUARTER 3	As at end January 2022, as per Invoice summary a total of 25 invoices recorded, with 16 invoices showing a 0-day turnaround time, 8 invoices showing a 1-day turnaround time, 1 invoice showing a 2-day turnaround time. As at end February 2022, as per Invoice summary a total of 48 invoices recorded, with 47 invoices showing a 0-day turnaround time and x1 invoices showing a 2-day turnaround time. As at end March 2022, as per Invoice summary a total of 41 invoices recorded, with 37 invoices showing a 0-day turnaround time and x4 invoices showing a 1-day turnaround time.												
	QUARTER 4													
	Due date compliance with the submission of business plans for projects relevant to the Directorate to be considered for inclusion in the budget	28/2/22	28/2/22	28/2/22	-	-	-	-	28/2/22	25/2/22			2	Director Corporate Services
	COMMENT AND CORRECTIVE ACTIONS													

	QUARTER 1	N/A
	QUARTER 2	N/A
	QUARTER 3	As at 25 February 2022, business plan submitted for Draft Annual Budget
	QUARTER 4	

	Procurement Plan implementation													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 Dec 2019		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Procurement Plan	% Compliance with the implementation of the Procurement Plan (Based on date of appointment	-	100	100%	-	-	-	-	80/100%		100/100%		25	All Directors
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1													
	QUARTER 2													
	QUARTER 3	As at end March 2022 67% in terms of target met												
	QUARTER 4													

6. DIRECTORATE FINANCE

6.4 DIRECTORATE FINANCE														
SOD:6.1	**BUDGET AND REPORTING:** To manage and control the implementation of budget policies and procedures, statements and reporting processes to ensure legislative compliance.													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 Dec 2019		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Financial Reporting	% Compliance with financial reporting as per national treasury reporting calendar	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%		1	CFO
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	100%												
	QUARTER 2	100%												
	QUARTER 3	100%												
	QUARTER 4													
Sound Financial Planning	Number of Financial Statements submitted to the Auditor General by 31 August 2021	1	1	1	1	1	-	1	-		-		1	CFO
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	1 AFS submitted to the AG on 31 August 2021												

	QUARTER 2	1 AFS submitted to the AG on 31 August 2021												
	QUARTER 3	1 AFS submitted to the AG on 31 August 2021												
	QUARTER 4	1 AFS submitted to the AG on 31 August 2021												
	Number of draft budgets submitted to Council by 31 March 2022	1	1	1	-	-	-	-	1	1	1		1	CFO
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/a												
	QUARTER 2	N/a												
	QUARTER 3	1 Draft Budget submitted to Council on 31 March 2022												
	QUARTER 4	1 Draft Budget submitted to Council on 31 March 2022												
	Number of final budgets submitted to Council by **31** May 2022	1	1	1	-	-	-	-	-	-	1		1	CFO
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	N/A												
	QUARTER 4													
	Number of adjustments budgets submitted to Council by **28 February 2022**	1 (28/2)	1	1	-	-	-	-	1	1	-		1	CFO

	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	1 Draft Budget submitted to Council on 28 February 2022												
	QUARTER 4	1 Draft Budget submitted to Council on 28 February 2022												
Sound Financial Planning	Number of Tariff Review proposals for the Directorate submitted by **15 March 2022**	1	1	1	-	-	-	-	1	1			1	CFO
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	1 Tariff review proposals for the Directorate submitted by 15 March 2022												
	QUARTER 4	1 Tariff review proposals for the Directorate submitted by 15 March 2022												
	Number of business plans for projects relevant to the Directorate submitted by 28 February 2022 for budget considerations	1	1	1	-	-	-	-	1	1			1	CFO
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	1 Business plans for projects relevant to the Directorate submitted by 28 February 2022												

	QUARTER 4	1 Business plans for projects relevant to the Directorate submitted by 28 February 2022												
	Liquidity Ratio	1:1	0.2:1	0.03:1	1:1	0.91:1	1:1	1.09:1	0.031:1	1.03.1	0.31:1		10	CFO
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	A liquidity ratio of 0.91:1 was achieved												
	QUARTER 2	A liquidity ratio of 0.91:1 was achieved												
	QUARTER 3	A liquidity ratio of 1.03:1 was achieved												
	QUARTER 4													
	Current Ratio	1.58:1	0.9:1	0.93:1	1.58:1	1.69:1	1.58:1	1.92:1	0.93:1	1.74:1	0.93:1		10	CFO
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	A current ratio of 1.69:1 was achieved												
	QUARTER 2	A Current ratio of 1.92:1 was achieved												
	QUARTER 3	A liquidity ratio of 1.74:1 was achieved												
	QUARTER 4													
	Number of unqualified Audits from AG	1	1	1	-	-	~~1~~	-	1		-		1	CFO
	COMMENT AND CORRECTIVE ACTIONS													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	1 Unqualified Audit Opinion by the AG issued on 31 March 2022												
	QUARTER 4	1 Unqualified Audit Opinion by the AG issued on 31 March 2022												
Cost Controls	% Reduction in staff overtime compared to previous year	10%	5%	5%	1/5%	11.14%	2.5/5%	4/5%	4/5%	**-10.1%**	5/5%		25	CFO

	COMMENT AND CORRECTIVE ACTIONS	
	QUARTER 1	A Reduction in Q1 in comparison to Q1 in 2020/21 is 11.14%
	QUARTER 2	A Reduction in Q2 in comparison to Q2 in 2020/21 is 4%
	QUARTER 3	An Increase in Q3 in comparison to Q2 2020/21 is 10.13%
	QUARTER 4	

7. DIRECTORATE INFRASTRUCTURE AND ENGINEERING

KPA	**INFRASTRUCTURE AND BASIC SERVICE DELIVERY**													
Strategic Objective	SDO2: Directorate Infrastructure and Engineering Services													
Directorate	Infrastructure and Engineering Services													
Division	Water and Sanitation													
Function	Water													
SOD:2.1	**WATER AND SANITATION SERVICES: To manage the rendering of water services and to provide bulk and potable water and sanitation services to the community**													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Vote number and budget	Weight
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Infrastructure	% Reduction in water losses (Reduce losses to %)	51%	36%	47%	36%	0%	36%	0%	47%	-	47%			15

PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	▪ **Target not achieved**													
Q2	▪ Water Balance indicates % percentage of NRW (water loss) billed and unbilled. Unbilled loss is unmetered low cost housing or informal settlement using communal standpipes. Both I&E and Finance to prepare implementation plan to analyse area by area which will set targets for following reporting based on tangible strategies. The current target of 36% needs to be revised/amended with the Feb Adjustments budget as it is an unrealistic target. ▪ **Target Not Achieved.**													
Q3	▪ **Target not achieved**													
Q4														
Strategic Objective	SDO2: Directorate Infrastructure and Engineering Services													
Directorate	Infrastructure and Engineering Services													
Division	Electricity distribution and supply													
Function	Electricity													
SOD:2.2	**ELECTRICAL SERIVICES: To manage the provision and maintenance of electrical services**													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Vote number and budget	Weight
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Electrical Services	% Electricity losses (Reduce losses to %)	18%	12%		-	13,87%	16%	13.95%	14%	10.87 %	12%			15
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														

Q1	▪ The losses reduced from 22,33% to 13,87% at the end of the 2020/21 financial year 30 June. ▪ **Target Exceeded**													
Q2	▪ The target for electricity losses up to quarter 2 was set for 16%, the target achieved is 13.95%. slightly up from end of Q1 but still under the target . ▪ **Target not met** ▪ Our amnesty period from October 2021 until the end of January 2022 restricts us from doing our inspections at residential houses. In February 2022, The team will start aggressively with inspections to curb further losses.													
Q3	▪ The amnesty period ended at the end of January 2022. The teams started inspections at residential houses for meter tempering. The successful execution of this project will result in further loss reduction as well as revenue augmentation. Losses are hereby calculated on average for the last three (3) months to be reported in March 2022, the last calculation was at the end of February 22 for the last three months at 10,78%. **Target Exceeded**													
Q4														
Electrical Services	% Capital Budget Expenditure on electrical projects (DOE)	95%	95%		5/95%	25,31%	45/95%	68,59%	85/95%	90.84 %	95/95%			20
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	▪ Contractor appointed 12 July 2021. Material procured and invoices paid on first material received, roads were being graded to enable the contractor to access the area. VE Reticulation has been appointed on tender notice 85 of 2021. Expenditure at the end of September 2022 was at 25,31%. ▪ **Target Exceeded**.													
Q2	▪ More roads have been graded, most of the bulk material and switchgear was received. Poles were planted and the low voltage bundle conductor was constructed. Expenditure by middle December 22 when business closed was at 68,59% which surpass the target with a great margin. ▪ **Target Exceeded.**													
Q3	▪ Expenditure in March 2022 Quarter 3 is at 90,84%, the target of 85% is achieved only at the end of Quarter 3. The beneficiaries are now moved onto the properties by the human settlements department and installations to residential units will start. **Target Exceeded.**													
Q4														

Strategic Objective	SDO2: Directorate Infrastructure and Engineering Services													
Directorate	Infrastructure and Engineering Services													
Division	Roads and Storm Water													
Function	Roads and Storm Water													
SOD:2.3	**ROADS AND STORM WATER SERVICES: To manage the construction, repair and maintenance of roads and storm water systems**													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Vote number and budget	Weight
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Roads	% Capital expenditure for the construction of roads (MIG)	-	95%		5/95%	**4,5%**	45/95%	**52%**	85/95%	59%	95/95%		20190710991784 R14,234,651.00	15
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	▪ Contract commencement date - 18 August 2021 ▪ MIG Budget upgrade gravel roads R14,234,651.00 Ex VAT ▪ Expenditure as at 30 September 2021 - R 646,212.03 Ex VAT i.e. 4,5% ▪ **Target not Achieved**													
Q2	▪ MIG Budget upgrade gravel roads R14,234,651.00 Ex Vat ▪ Expenditure as at 31 December 2021 = R 7,421,94.87 i.e. 52% ▪ **Target Met**													
Q3	▪ MIG Budget upgrade gravel roads R14,234,651.00 Ex Vat ▪ Expenditure as of 31 March 2021 = R 8,384,832.05 Ex Vat i.e. 59%													

	▪ **Target not Achieved**
Q4	
Strategic Objective	SDO2: Directorate Infrastructure and Engineering Services
Directorate	Infrastructure and Engineering Services
Division	Project Management
Function	Project Management
SOD:2.4	**PROJECT MANAGEMENT: To manage the coordination and implementation of project management processes with regard to engineering projects (MIG, EPWP and other grant funded projects)**

Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets								Vote number and budget	Weight
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Municipal Infrastructure Grant	% MIG expenditure	95%	95%		5/95%	**6.85%**	45/95%	**36%**	85/95%	44%	95/95%			20

PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS

Q1	▪ Total MIG Allocation - R 29,271,343.00 ▪ MIG Expenditure as at 30 September 2021 - R2,005,862.80 i.e. 6.85% ▪ **Target Exceeded**
Q2	**After reconciliation with B&T 2021/22 MIG Allocation is R 29,054,782.60 (excl. VAT)** ▪ MIG Expenditure as at 31 December 2021 - R 11,950,344.33 which equates to 41%

	Rollover Allocation (excl. VAT) is R 5,185,143.00 approved 18/10/2021. ▪ Rollover Expenditure (excl. VAT) as at 31 December 2021 – R 366,993.75 i.e. 7 % **Combined allocation i.e 2021/22 MIG Allocation + 2020/21 Rollover Allocation (excl. VAT) – R 34,239,926.09** ▪ **Combined Expenditure i.e 2021/22 MIG Expenditure + 2020/21 Rollover Expenditure (excl. VAT) – R12,317,338.07 i.e 36%.** ▪ The stand alone target for 21/22 and the combined expenditure of 20/21 rollover did not result in the target being met. ▪ **Target not met** Termination of Sea Vista Sports Field contract contributed largely towards not meeting the target. Procurement process to complete the outstanding works is in progress
Q3	**After reconciliation with B&T 2021/22 MIG Allocation is R 29,054,782.60 (excl. VAT)** ▪ MIG Expenditure as of 31 March 2022 is R 12,583,483.21 i.e., 43% **Rollover Allocation (excl. VAT) is R 5,185,143.00 approved 18/10/2021.** ▪ Rollover Expenditure (excl. VAT) as of 31 March 2022 – R 2,336,938.83 i.e., 45% **Combined allocation i.e 2021/22 MIG Allocation + 2020/21 Rollover Allocation (excl. VAT) – R 34,239,926.09** ▪ **Combined Expenditure i.e 2021/22 MIG Expenditure + 2020/21 Rollover Expenditure (excl. VAT) – R14,920,422.04 i.e 44%.** ▪ The stand alone target for 21/22 and the combined expenditure of 20/21 rollover did not result in the target being met. ▪ **Target not met** Tender for Sea Vista Sports Facility was awarded on the 25th March 2022. Contractor to be on site on the 8th April 2022 Contractor for Mini Fresh Food Market terminated the works, new contractor will be procured to complete the works.
Q4	
Strategic Objective	SDO2: Directorate Infrastructure and Engineering Services

Directorate	Infrastructure and Engineering Services
Division	Fleet Management
Function	Management

Focus Area	Key Performance Indicator	Baseline	Annual Target	Revised Target	2021/2022: Quarterly Targets								Fleet	Weight
					Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Fleet Management	% Fleet operational (95%)	95%	95%		95%	95%	95%	94%	95%	96%	95%			15

PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS

Q1	▪ New mobile generator purchased for Infrastructure & Engineering. ▪ 2 x Isuzu L.D.V's refurbished. ▪ 2 x Suction tankers refurbished. ▪ 2 x New NP 200 L.D.V's purchased for Revenue. ▪ Mechanical repairs job cards opened = 756 ▪ Tyre repairs and fitment of new tyres = 307 ▪ Vehicles in commission over the three month period = 95% ▪ **Target Met**
Q2	▪ 1 x quad bike 4x4 purchased for Law Enforcement. ▪ 1 x New Nissan Navara Double Cab purchased for the office of the Mayor. ▪ 5 x Old L.D.V's completely refurbished. ▪ 1 x Cherry picker completely refurbished. ▪ 1 x Sewerage suction truck engine completely overhauled. ▪ 1 x Jetting machine on trailer completely refurbished. ▪ 1 x Suction truck completely refurbished. ▪ Mechanical job cards opened = 738 ▪ Tyre repairs and fitment of new tyres = 350

	▪ Vehicles in commission over the second quarter period average = 94% ▪ **Target short of being met**
Q3	▪ 1 x Toyota double cab repainted. ▪ 1 x Ford L.D.V refurbished. ▪ 2 x Nissan L.D.V refurbished. ▪ Mechanical job cards opened = 904 ▪ Tyre repairs = 179 ▪ Fitment of new tyres = 157 ▪ Vehicles in commission over the second quarter period average = 96%
Q4	
KPA	FINANCIAL VIABILITY AND MANAGEMENT
Strategic Objective	SDO6: Directorate Finance
Directorate	Finance
Division	Supply Chain Management
Function	Supply Chain Management
SOD:6.5	**SUPPLY CHAIN MANAGEMENT (SCM): To manage supply chain management service to ensure proper systems, policies and procedures and control for demand, acquisition, logistics, assets and disposal management**

Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets								Vote number and budget	Weight
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 Dec 2019		Ending 31 March 2022		Ending 30 June 2022	
					Target	Actual	Target	Actual	Target	Actual	Target	Actual

Budget spending	% Capital budget expenditure	90%	95%		10/95%	**5.00%**	45/95%	**35%**	85/95%	35%	95/95%			20

PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS	
Q1	▪ Original Capital Budget = R 45,229,652.00 ▪ Capital budget amended at Council Meeting 6 September 2021 Item 21/09/F1 ▪ Amended Capital Budget = R 55,074,971.00 ▪ Expenditure as at 30 September 2021 - R2,757,780.87 i.e. 5% instead of 10% ▪ **Target not met**
Q2	▪ Capital Budget incl. MIG funded project = R 61 037 886.00 . However 4 projects of internal funding of an amount of R 1 545 000 is not reflecting on B&T system. B&T are aware of the discrepancy and are interrogating it. ▪ Expenditure on all capital projects = R 21 857 180 - 35 % ▪ **Urgent procurement of Contractor to complete Sports Field at Sea Vista . We are at risk of not achieving the target and possibly losing MIG funding due to the contractor being terminated and the dept not engaging a new service provider as at Dec 2021** ▪ Need to finalise agreement with Farmer to start Soetkloof bore hole construction. At risk of not meeting the target due to delays in finalisation of the agreement. ▪ **Target not met**
Q3	▪ Capital Budget incl. MIG funded project = R 73 537 886.00 ▪ Expenditure on all capital projects = R 21 857 180 - 35 % ▪ **Contractor awarded for Sea Vista Sport field. In February, Hankey the Mini Food Market Contractor abandoned the site therefore in light of this funding for this project had to be terminated.** **Target not met**
Q4	
Strategic Objective	SDO6: Directorate Finance
Directorate	Finance
Division	Budget and Treasury

Function	Financial Reporting
SOD:6.1	**BUDGET AND REPORTING: To manage and control the implementation of budget policies and procedures, statements and reporting processes to ensuire legislative compliance.**

Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets								Vote number and budget	Weight
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 Dec 2019		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
	% Reduction in staff overtime compared to previous year	10%	5%		1/5%	23%	2.5/5%	7%	4/5%	12%	5/5%			50

PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS

Q1	▪ July 2020 – R879 314,08 vs July 2021 = R695,701.68 i.e. 21% Reduction ▪ Aug 2020 - R1 003 845,50 vs Aug 2021 = R790,328.86 i.e. 21% Reduction ▪ Sept 2020 R 960 894.43 vs Sept 2021 = R 703 221.03 i.e. 27% Reduction ▪ **TOTAL FOR Q1 - 23% Reduction** ▪ **Target Exceeded**
Q2	▪ Oct 2020 – R 972 962. 81 vs Oct 2021 = R 773 852. 32 i.e. 20% Reduction ▪ Nov 2020 - R 762 671.24 vs Nov 2021 =R 860980,37 i.e. 13% Increase ▪ Dec 2020 - R 769 780.60 vs Dec 2021 = 691 178,58 i.e. 10% reduction ▪ **TOTAL FOR Q2 – 7% Reduction** ▪ **Target Exceeded**
Q3	▪ Jan 2021 vs Jan 2022 – R921 955.49 vs = R 745 362.34 i.e. Reduction of -13% Reduction ▪ Feb 2021 - R 988 940.30 vs Feb 2022 = R 705 870.77 i.e. Reduction -29% Reduction ▪ March 2021 V- R 639 162.74 vs March 2022 =R563 068,50 i.e. Reduction – 12% Reduction ▪ **TOTAL FOR Q3 – 21% Reduction** ▪ **Target exceeded**

Q4														
Financial Management	% compliance with the 5-day turnaround target for the certification of invoices for payment and resubmission to finance calculated from date of receipt by the Directorate	100%	100%		100%	100%	100%	100%	100%	-	100%			10
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	▪ 100% - **Target Met**													
Q2	▪ 100% - **Target Met**													
Q3	▪ To be determined ▪ Q3 will be confirmed in the next submission													
Q4														
Financial Management	Due date compliance with the submission of Tariff Review proposals for the Directorate	28/2/21	28/2/22		-	-	-		28/2/22	-	-			10

	for consideration with the budget preparations													
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	▪ No Target for Q1 . To be done in Feb 2022													
Q2	▪ No Target for Q2 . To be done in Feb 2022. ▪ **On track to achieve target in Feb 2022**													
Q3	▪ On track to achieve target in March 2022													
Q4														
Financial Management	Due date compliance with the submission of business plans for projects relevant to the Directorate to be considered for inclusion in the budget					-			28/2/22	-				10
PERFORMANCE ACHIEVED/CORRECTIVE ACTIONS														
Q1	▪ No Target for Q1. To be done in Feb 2022													

Q2	▪ No Target for Q2. To be done in Feb 2022 ▪ **On track to achieve target in Feb 2022**
Q3	▪ No Target for Q. 3. To be done in Feb 2022 **On track to achieve target in Feb 2022**
Q4	

8. DIRECTORATE PLANNING, DEVELOPMENT AND TOURISM

6.6 DIRECTORATE PLANNING, DEVELOPMENT AND TOURISM														
SOD:3.1	**TOWN PLANNING AND BUILDING CONTROL:** To manage the rendering of spatial and land use planning, surveying, valuations and building control services													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Town Planning	% of land use applications finalized within 90 days for of a compliant submission	100%	100%	100%	100%	66/100%	100%	-	100%	-	100%		10	Director PDT
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	Target not achieved. 65 applications received: 43 valid applications. Non approvals . 15 Applications approved by MPT during Q1 from previous year.												
	QUARTER 2	51 applications received, 21 open status (ready for public participation), 26 incomplete. 4 applications ready for assessments. It must be noted that the achievements shall not reflect correctly if non-compliant submissions are counted. **KINDLY REPORT PERCENTAGE ACHIEVED AS REQUIRED BY THE KPI**												
	QUARTER 3	Total LUA Decisions in Q3 : 20 Compliant LUA in Q3 : 7												
	QUARTER 4													
	Average Number of	30	30	30	30	13	30	27	30	18	30		10	Director PDT

	days for the approval of compliant building plans for structures less than 500M2													
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	13 days for final approval												
	QUARTER 2	27 Days reported for final approval												
	QUARTER 3	Target Exceeded. 18, Days reported for Final Approval - 33% Quarter on Quarter improvement on plan approval (Refer to "**Q3 Plan Approvals - BCD - Kouga Municipality - 31 March 2022**" POE Spreadsheet												
	QUARTER 4													
	Average Number of days for the approval of compliant building plans for structures bigger than 500M2	60	60	60	60	42	60	34.5	60	0	60		10	Director PDT
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	42 days turnaround time												
	QUARTER 2	34,5 days turnaround time												
	QUARTER 3	N/A - No plans/developments exceeding 500m² submitted/approved for the Quarter												
	QUARTER 4													
	Humansdorp Precinct Plan completed by 30 June 2022	-	30/6/22	30/6/22	-	-	-	-	-	-	30/6/22		5	Director PDT

	COMMENT AND CORRECTIVE ACTION	
	QUARTER 1	N/A
	QUARTER 2	N/A
	QUARTER 3	N/A
	QUARTER 4	

SOD:3.2	**HUMAN SETTLEMENTS:** To manage the funding administration of housing projects and administration of housing processes of housing applications provisioning to ensure proper service delivery to the community													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 December 2021		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Housing Administration	2 informal settlements formalized by 30 June 2022	-	2	2	-	-	1/2	3/2	-	4/2	2/2		5	Director PDT
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	N/A												
	QUARTER 2	3 Informal Settlements formalized The following were formalised (provision of electricity & basic services in the reporting time): No10 settlement = 195 households; Ebumnyameni =250 households & Mooi Uitsig = 200												
	QUARTER 3	200 informal houses in Kruisfontein were formalised and provided with basic services like water, chemical toilets, access roads, and electricity.												
	QUARTER 4													

	Number of beneficiaries on site (Vaaldam extension 200 informal household project) by 31 March 2022	-	-	200		New		New	200	-			10	Director PDT
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3													
	QUARTER 4													
	Number of informal settlement Audits completed by 30 June 2022		1	1	-	-	-	-	-	-	1		1	Director PDT
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	N/A												
	QUARTER 4													
	Number of Human Settlements Plan by 30 June 2022	-	1	1	-	-	-	-	-	-	1		5	Director PDT
	COMMENT AND CORRECTIVE ACTION													

	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	N/A												
	QUARTER 4													
Land Administration	% Outstanding Resolutions on Land executed	80%	80%	80%	20/80%	-	40/80%	45/00%	60/80%	-	80/80%		15	Director PDT
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	Good progress shown on a number of outstanding resolutions. Concluded Lease of Erf 873 Jeffreys (Golf Club), Concluded Disposal of erven 2078, 2079, 2081, 2082, 3296 and 3297 Humansdorp (Woodlands), Concluded Lease of Erf 275 Humansdorp (Humansdorp Mark), 98 Wet Erven Kruisfontein (15 sale agreements concluded), Legal busy with Land Swop of Erven 668, 680, 681, 682 for portion of erf 17 Hankey (W&M Klein Boerdery), Erven 761 and 2077 Humansdorp Public Roads (Woodlands Dairy), Erf 554 Sea Vista (Public Participation) **KINDLY NOTE THAT REPORTING MUST BE IN LINE WITH KPI, THUS TOTAL NUMBER OF OUTSTANDING RESOLUTIONS, NUMBER OF RESOLUTIONS COMPLETED AND % COMPLETION**												
	QUARTER 2	Servitude over Erf 300 Patensie completed; Subdivision & Consolidation with respect to the land swop erf 6649 and 6650 Jeffreys Bay completed; Long-term lease on erf 2094 Humansdorp completed. Erf 17 Hankey sale agreement has been drafted; Erf 347 portion 4 (Teen Challenge) advertisement completed **KINDLY NOTE THAT REPORTING MUST BE IN LINE WITH KPI, THUS TOTAL NUMBER OF OUTSTANDING RESOLUTIONS, NUMBER OF RESOLUTIONS COMPLETED AND % COMPLETION**												
	QUARTER 3	Erf 5812 Jeffreys Bay (Closure of Public Place was submitted to SG for approval);Portion of erf 2896 Sea Vista (Closure of public Place was submitted SG for approval and market valuation was obtained); Erf17 Hankey (Subdivision was submitted to SG for approval & market valuation was obtained); Erf 2 Kruisfontein (Identification of land to relocate Aston Bay Caravan Park residents was concluded); 22kv Overhead Powerline Servitude across erf 499 and 347 portion 21 Humansdorp (Draft agreement was sent to applicant for perusal & valuation amount was confirmed); Erf 223 Patensie (Long term Consent Use Agreement was sent to applicant); Erf 3296 Humansdorp – Craft Centre (Draft Agreement was sent to applicant); Various properties (BIDC)- Multi-purpose centres (Draft agreement was sent to applicant for perusal), Allocation of Street Names of Pellsrus 220, Kruisfontein 391, Kruisfontein 205, Kruisfontein 219 and Youth Camp 85 (Adevert was placed for comment and inputs)												
	QUARTER 4													
	Average % Completion of the disposal of erven 2078, 2079, 2081 ,2081, 3296 and 3297 HUMANSDORP	90%	100%	100%	-	100%	50/100%	100%	80/100%	100%	100/100%		10	Director PDT
	COMMENT AND CORRECTIVE ACTION													

	QUARTER 1	100% Completion. Transfer of the properties finalized, and purchase funds paid over to Municipality.												
	QUARTER 2	COMPLETED IN QUARTER 1												
	QUARTER 3	Target exceeded. Completed in Q1												
	QUARTER 4													
	% Completion of the alienation of Erf 353 Humansdorp	90%	100%	100%	-	-	50/100%	50/100%	80/100%	50/100%	100/100%		10	Director PDT
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	N/A												
	QUARTER 2	50% achievement. The revised draft specifications ready for BSC approval.												
	QUARTER 3	Specification was amended to now make provision for social housing with commercial component and will be submitted to BSC.												
	QUARTER 4													
	Number of Land Audits completed by 30June 2022	-	1	1	-	-	-	-	-	-	1		1	Director PDT
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	N/A												
	QUARTER 2	N/A The specifications of the Comprehensive Land Audit to be reworked and submitted to the Bid Specification Committee at the beginning of Q3.												
	QUARTER 3	No target: Specifications was discussed with the Director of Finance, and it was advised that the terms of reference be reworked so that the tender addresses the anomalies that exist in the cadastre register of the municipality. The specifications were amended and submitted to Supply Chain for inclusion on BSC Agenda.												
	QUARTER 4													
	Number of municipal owned residential properties	-	9	9	-	-	-	-	-	-	9		10	Director PDT

	disposed of by 30 June 2022													
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	N/A												
	QUARTER 2	N/A The Panel of Estate Agents has been appointed who will be responsible for selling of municipal residential properties.												
	QUARTER 3	The draft service level agreements were received from the Legal Section on 14 March and amendments was made on the draft agreement and was forwarded to the estate agents for perusal and signing,												
	QUARTER 4													
SOD:3.1	**DEVELOPMENT (LED) AND TOURISM:** To plan and develop a coherent and integrated framework for local economic development and tourism													
Local Economic Development	Number of LED Forum meetings held	4	4	4	1/4	2/4	2/4	2/4	3/4	3/4	4/4		1	Director PDT
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	LED forum meeting was held on 23 September 2021.												
	QUARTER 2	LED forum meeting was held on 15 December 2021. Additionally, a stakeholder engagement												
	QUARTER 3	LED Forum meeting was held on the 24th of March 2022 (see attached attendance)												
	QUARTER 4													
	% Budget expenditure for LED programs and projects	90%	90%	90%	10/90%	Less than 5%	45/90%	8%Ops 0% Cap	70/90%	-			15	Director PDT
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	Less than 5% expenditure i												
	QUARTER 2	8% operational; 0% capital												
	QUARTER 3	- Pellsrus Fisher man grave refurbishment of the grave site, a total number of 155 crosses that have been planted at the grave site as a symbol of the fisher man buried on the site, and for beautification to attract tourists to the site, at a total cost of R68 100.00												

		- Refurbishment of Mr Pells grave site is in progress, request for quotations have been sent out, for fence painting, grass cutting and interpretation board. - LED and Tourism Hosted as Tourism stakeholder engagement on the 29 March 2022, refreshments procured for attendees at a total cost of R4750.00. in preparation for the engagement and advert was sent out on Kouga Express, Kouga website, Kouga social media. A total number of 27 attendees. - Kouga will attend World Travel Market (WTM) from 10-14 April 2022 at an estimate cost of R39741.42 (requisitions attached) - Business centre notice was advertised on the 28 February 2022, and tender briefing was held on the 11 March 2022, the tender closed on the 31 March 2022. Now we are on a process of appointing a service provider. St Francis Amanzi Challenge: Council approved R255 000.00 in support of the event. The event was a huge success with 5 sport code event taking place over the weekend of 19 – 21 March 2022 in St Francis Bay and Cape St Francis. Full close-out report will be submitted by the St Francis Tourism Office & BS Sport (Pty) Ltd as they co-hosted. (Photos and short report on the event attached)											
	QUARTER 4													
	Number of jobs created through PPP	-	20	20	-	98/20	-	100/20	10/20	160/20	20/20		15	Director PDT
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	Jobs created through the Municipal funded (partnership / sponsorship agreements) – Long Surfboard Championships = 89; Museum = 9 TOTAL = 98												
	QUARTER 2	Jobs created through the Municipal funded (partnership / sponsorship agreements) Museum = 11 YTD TOTAL 119												
	QUARTER 3	No target for Q1. Jobs created through the Municipal funded (partnership / sponsorship agreements) • Humansdorp Museum Association = 15 • Wine on Water = 52 • St Francis Market = 6 • Housing Project (Hankey 990) Skilled & Unskilled = 53 • St Francis Amanzi Challenge = 34 **(Total of Jobs created = 160)**												
	QUARTER 4													
	Number of LED training opportunities provided to SMME's and entrepreneurs	4	4	4	1/4	2/4	2/4	3/4	3/4	3/4	4/4		1	Director PDT

	COMMENT AND CORRECTIVE ACTION	
	QUARTER 1	The Informal Business Support Programme Workshop was held on 7 September 2021. The SMME'S Were also capacitated with covid 19 equipment by the Municipality through the BIGM programme. The Department rolled out a Tourism Ambassador Training on 28 -30 September 2021. **NUMBER OF TRAINING OPPORTUNITIES MUST BE INDCATED IN LINE WITH KPI**
	QUARTER 2	The NYDA 5 Day Business Management Training was held on 8 – 12 November 2021 for 5 days in the Jeffreys Bay, Newton Hall. 18 SMME's Participated and Certificates were handed out to the Participants after completion. 1 of 4 Training Opportunities presented to SMME's and entrepeneurs
	QUARTER 3	SMME Tax workshop was held in collaboration with SARS in Humansdorp at the Civic Centre on the 30 March 2022 and about 36 SMME's attended the workshop (see attached attendance register)
	QUARTER 4	

SOD:6.1	**BUDGET AND REPORTING:** To manage and control the implementation of budget policies and procedures, statements and reporting processes to ensure legislative compliance.													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 Dec 2019		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Financial Management	% Reduction in staff overtime compared to previous year	10%	5%	5%	1/5%	100%	5%	100%	5%	100%	5/5%		10	Director PDT
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	Target exceeded. No overtime paid in this Quarter. **REDUCTION 100% ?**												
	QUARTER 2	Target exceeded. No overtime paid in this Quarter. **REDUCTION 100% ?**												
	QUARTER 3	No overtime claimed												
	QUARTER 4													
	% compliance with the 5-day turnaround target for the certification of	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%		1	Director PDT

	invoices for payment and resubmission to finance calculated from date of receipt by the Directorate													
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	**100%**												
	QUARTER 2	100%												
	QUARTER 3	100% of invoices. This excludes Housing project invoices as funding is claimed from ECDHS after the work has been done.												
	QUARTER 4													
	Due date compliance with the submission of Tariff Review proposals for the Directorate for consideration with the budget preparations	28/2/21	28/2/22	28/2/22	-	-	-	-	28/2/22	25/02/22	-		1	Director PDT
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	The tarrif review proposals were submitted timeously.												
	QUARTER 4													
	Due date compliance with the submission of business plans for rojects	28/2/21	28/2/22	28/2/22	-	-	-	-	28/2/22	2	-		1	Director PDT

	relevant to the Directorate to be considered for inclusion in the budget													
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	N/A												
	QUARTER 2	N/A												
	QUARTER 3	Submitted on time												
	QUARTER 4													

	Procurement Plan implementation													
Focus Area	Key Performance Indicator	Baseline	2021/2022: Quarterly Targets										Weight	Responsible Person
			Annual Target	Revised Target	Ending 30 September 2021		Ending 31 Dec 2019		Ending 31 March 2022		Ending 30 June 2022			
					Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Procurement Plan	% Compliance with the implementation of the Procurement Plan (Based on date of appointment	-	100	100%	-	-	-	-	80/100%	80%	100/100%		20	All Directors
	COMMENT AND CORRECTIVE ACTION													
	QUARTER 1	N/a												
	QUARTER 2	n/a												
	QUARTER 3	80%. The SCM is not processing tenders, all tendering placed in abeyance as a result of Treasury court case.												
	QUARTER 4													

REPORTS BY THE PORTFOLIO CHAIRPERSON: FINANCE

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

FINANCE

DATE: 31 MAY 2022 **ITEM NO: 22/05/F1**

MONTHLY BUDGET STATEMENTS FOR THE PERIOD JULY 2021 TO APRIL 2022 AND FINANCIAL STATE OF AFFAIRS OF THE MUNICIPALITY AS AT 30 APRIL 2022 (2021/22 FINANCIAL YEAR)

1. Purpose

This report is submitted in compliance with Section 71(1) of the Municipal Finance Management Act (MFMA) and the Municipal Budget and Reporting Regulations (MBRR).

2. Legislative Requirements

The Municipality is required to assess on an ongoing basis whether it collects sufficient revenue to meet its commitments, such as paying Employees, Councillors, Eskom, Nelson Mandela Bay Municipality, service providers etc.

In accordance with Section 71(1) of the MFMA, the Accounting Officer must by no later than 10 working days after the end of each month, submit to the mayor of the municipality and the relevant provincial treasury a statement in the prescribed format on the state of the municipality's budget.

In accordance with regulations 28 of the MBRR, the monthly budget statements of a municipality must be in the format specified in Schedule C.

3. Executive Summary

This report provides a balanced and consolidated financial performance overview to assist the Executive Mayor in his oversight role.

An analysis of the financial position and performance was undertaken to determine the relative financial strength and liquidity of the Municipality. This was complemented by analysing the cash flow position, the investment portfolio, ratios, the operating and capital budget performance for the months of April 2022, so as to facilitate an informed assessment of the relative liquidity and financial position of the Municipality

The financial performance highlights are as follows:

- Operating revenue amounted to R 840,854 million, whilst operating expenditure amounted to R 814,938 million, resulting in an operating surplus of R 25,916 million.
- Capital expenditure constituted 46.11% of the 2021/22 Approved Adjusted Capital Budget.
- Overdue consumer debts increased by R 48,329 million (23.06%) since June 2021.

- An amount of R 35,924 million is owing to creditors, of which R 35,111 million (97.74%) represents current creditors. Currently all outstanding creditors are not reflected on the creditors age analysis.
- The municipality's investment portfolio has increased by R 50,113,818 (93.86%) since June 2021, from R 53,393,515 to R 103,507,333.

Below is an analysis of the Investment Portfolio as at 30 April 2022.

	Balance as at 30 June 2021	Invested	Interest	Withdrawals	Adjustments	Balance as at 30 April 2022
Standard Bank	11,424,167	-	341,182	-		11,765,348
ABSA	- 2,924,280	7,000,000	110,517	-	21,097	4,165,139
Nedbank	4,505,780	-	136,587	-		4,642,367
RMB	23,427,726	69,095,680	1,012,348	40,844,406		52,691,348
INVESTEC	4,055,992	-	124,562	-		4,180,555
Total	**40,489,385**	**76,095,680**	**1,725,196**	**- 40,844,406**	**- 21,097**	**77,444,758**
INVESTMENT	**Balance as at 30 June 2021**	**Invested**	**Interest**	**Withdrawals**	**Adjustments**	**Balance as at 30 April 2022**
General Account	29,430,884	20,662,680	1,094,398	7,000,000	21,097	44,166,865
Conditional Grants	11,050,682	55,433,000	630,698	33,836,487	-	33,277,893
Housing Funds	7,819	-	100	7,918	-	0
Total	**40,489,385**	**76,095,680**	**1,725,196**	**- 40,844,406**	**- 21,097**	**77,444,758**
Bank	12,904,130	13,158,445				26,062,575
Total	**53,393,515**	**89,254,125**	**1,725,196**	**- 40,844,406**	**- 21,097**	**103,507,333**

The following analysis indicates the extent to which the investments are committed:

Cash backed Reserves.

Bank Balances and Cash	R 26,062,575
Short-term Investment Deposits	R 77,444,758
	R103,507,333

Application of Cash

Unspent Conditional Grants	28,447,701
Internally Generated Funds (Capital commitments)	26,233,657
Outstanding Creditors Liability	35,923,685
	90,605,043
Reserves in excess of commitments	**12,902,290**

The cash backed reserves exceed the commitments at this stage by an amount of R 12,902,290. It should be noted that the excess of reserves over commitments as at April 2022, is mainly due to an amount of R 35,943 million in respect of the Equitable share allocation received on 15 March 2022, but not yet fully spent.

These funds are already committed towards spending in the 2021/22 operating and capital budget.

The following key financial ratios are monitored on an on-going basis:

Ratio	Actuals as at 30 June 2019	Actuals as at 30 June 2020	Actuals as at 30 June 2021	Actuals as at 30 April 2021	Actuals as at 30 April 2022	Approved Adjusted Budget 2021/22
Current Ratio	1.31:1	1.26:1	1.30:1	1.70:1	1.61:1	0.93:1
Liquidity Ratio	0.84:1	0.61:	0.34:1	1.06:1	0.84:1	0.03:1
Cost Coverage (Excluding unspent conditional grants)	1.97 Months	1.79 Months	0.65 Months	1.45 Months	1:00 Months	0.04 Months
Debtors Collection Rate	97.62%	95.42%	94.41%	93.99%	94.19%	94%
Capital Expenditure	73.82%	75.33%	71.24%	48.50%	46.11%	95%

4. Detailed Reports

In order to comply with Schedule C of the Municipal Budget and Reporting Regulations, the following detailed schedules are attached for the period, ending 30 April 2022:

Annexure "A1" – Operating Revenue and Expenditure Performance

Annexure "A2" - Capital Budget Performance

Annexure "A3"- Projected Cash Flow Statement

Annexure "A4" – Municipal Monthly Budget Tables

Annexure "A5"- Analysis of Municipality's Statement of Financial Performance

i. Overview of Outstanding Consumer Debtors
ii. Overview of Creditors position
iii. Grants receipts and Expenditure
iv. Councillors & Employee benefits
v. Key performance Indicators

5. **MUNICIPAL MANAGER'S QUALITY CERTIFICATE**

I, Charl Du Plessis, Municipal Manager of Kouga Local Municipality hereby certify that the monthly budget statements have been prepared in accordance with the Municipal Finance Management act and regulations made under the Act, and that monthly budget statements are consistent with the Integrated Development Plan of the municipality.

Print Name _Charl Du Plessis

Municipal Manager of Kouga Local Municipal

Signature

Date……16 May 2022……..

6. Recommendation

6.1 That the Executive Mayor notes the Municipal Manager's report on the monthly budget statements, in accordance with Section 71(1) of the Municipal Finance Management Act.

6.2 That the monthly budget statements accordingly be submitted to Provincial Treasury as stipulated in Section 71(1) of the MFMA.

6.3 That the report be approved by Council as per the reporting requirements.

Item prepared by Manager: BTO Shukree Abrahams

Item approved by the CFO :

Item endorsed by Municipal Manager

Noted by the Portfolio Councillor :

Annexure "A1"

OVERVIEW OF OPERATING REVENUE AND EXPENDITURE PERFORMANCE FOR THE PERIOD JULY TO APRIL 2022.

Summary Statement of Financial Performance

Description	Budget Year 2021/22					
	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance
R thousands						
Total Revenue (excluding capital transfers and contributions)	965,400	973,163	53,307	840,854	811,801	29,053
Total Expenditure	1,074,449	1,112,858	74,920	814,938	930,440	(115,502)
Surplus/(Deficit)	(109,049)	(139,695)	(21,613)	25,916	(118,639)	144,555

The statement of financial performance reflects a surplus of R 25,916 million.

Revenue

Main revenue sources for 2021/22

Description	Budget Year 2021/22		
	Adjusted Budget	YearTD actual	%
R thousands			
Revenue By Source			
Property rates	224,085	196,531	87.70%
Service charges - electricity revenue	342,329	280,983	82.08%
Service charges - water revenue	81,646	68,068	83.37%
Service charges - sanitation revenue	57,754	47,754	82.69%
Service charges - refuse revenue	57,811	48,420	83.75%
Rental of facilities and equipment	2,800	2,692	96.14%
Interest earned - external investments	2,811	2,626	93.41%
Interest earned - outstanding debtors	12,820	11,085	86.47%
Fines, penalties and forfeits	794	1,311	165.04%
Licences and permits	12,873	8,557	66.48%
Agency services	0	2,265	
Transfers and subsidies	154,418	151,510	98.12%
Other revenue	23,022	19,052	82.76%
Total Revenue (excluding capital transfers and contributions)	**973,163**	**840,854**	**86.40%**

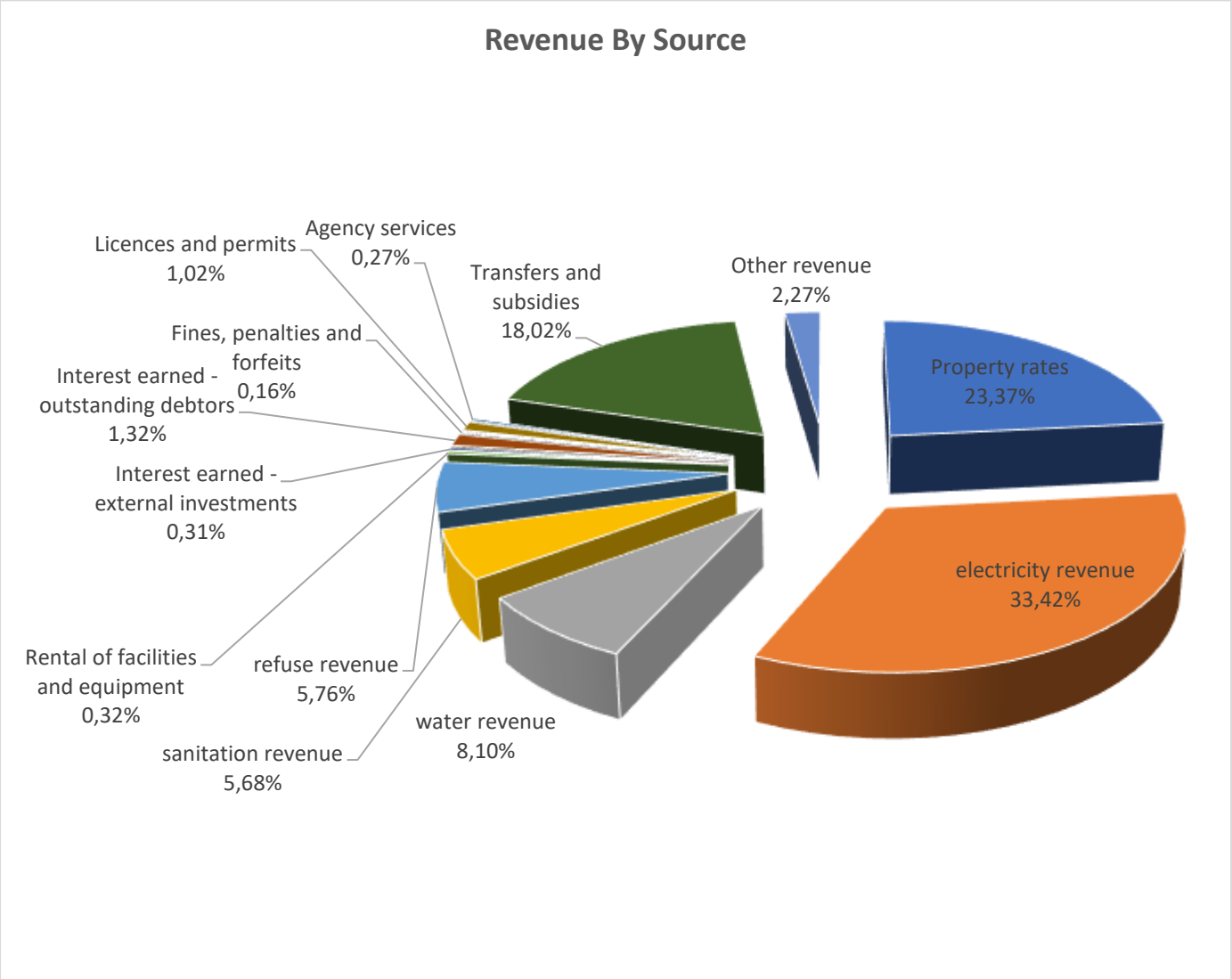
Reasons for major over-/under-recovery per revenue source

- **Rental of facilities and equipment**
  This relates to the rental of municipal buildings, community halls and other municipal facilities. The revenue is influenced by the extent of rental agreements.
- **Interest earned - external investments**
  Interest earned on external investments is largely influenced by the municipality's investment portfolio.

Currently the investment portfolio amounts to R 103,507 million.

- **Licences and permits**
  Licences and permits mostly relate to motor registrations and is influenced by the extent of vehicle registrations.

- **Fines, penalties and forfeits**
  Fines, penalties and forfeits are largely influenced by traffic fines revenue. The traffic fines revenue was significantly reduced during the 2021/22 adjustments budget, due to lower anticipated revenue from traffic fines.



Expenditure

Main expenditure types for 2021/22

Description	Budget Year 2021/22		
	Adjusted Budget	YearTD actual	%
R thousands			
Expenditure By Type			
Employee related costs	377,340	276,501	73.28%
Remuneration of councillors	13,651	11,328	82.98%
Debt impairment	45,817	3,103	6.77%
Depreciation & asset impairment	91,830	62,699	68.28%
Finance charges	716	289	40.39%
Bulk purchases	300,000	247,591	82.53%
Other materials	69,519	59,961	86.25%
Contracted services	82,900	58,709	70.82%
Transfers and subsidies	550	450	81.82%
Other expenditure	130,535	94,306	72.25%
Total Expenditure	**1,112,858**	**814,938**	**73.23%**

Reasons for major over-/under expenditure per type

- **Employee Related Costs**
  The employee related costs are largely influenced by leave, medical aid and long-service awards budget provisions, amounting to R 18,256 million.

- **Bad Debts**
  Bad debts are written off upon Council approval.

- **Depreciation & asset impairment**
  The depreciation & asset impairment is calculated in line with the municipal asset register.

- **Finance charges**
  Finance charges related to interest on Development Bank of South Africa (DBSA) loan. The loan has been fully paid.

- **Bulk purchases (Electricity)**

Description	Budget Year 2021/22		
	Adjusted Budget	YearTD actual	%
R thousands			
Bulk purchases – Electricity	300 000 000	247,591,434	82.53%
	300 000 000	**247,591,434**	**82.53%**

- **Contracted Services**
  Contracted services mostly relate to outsourced work, in relation to the maintenance of municipal infrastructure assets and includes consultation fees.

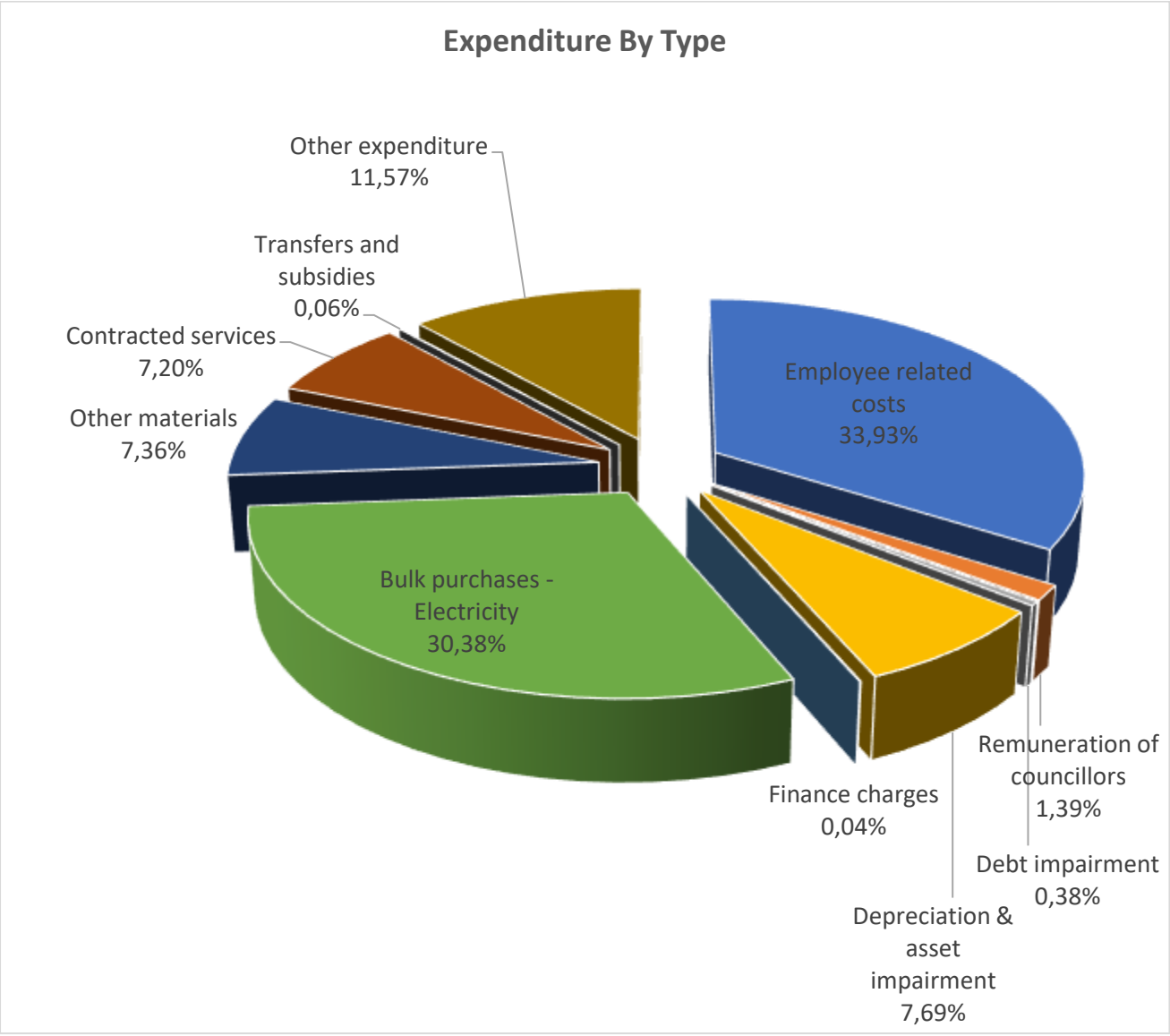
  Contracted services are broken down as follows:

Item Description	Adjusted Budget 2021/22	Actuals as at 30 April 2022	%
Animal Care	476,575	470,000	98.62%
Burial Services	180,000	147,556	81.98%
Call Centre	250,000	91,050	36.42%
Catering Services	522,060	361,313	69.21%
Clearing and Grass Cutting Services	1,600,000	1,179,456	73.72%
Consultants and Professional Services	10,377,001	4,015,821	38.70%
Drivers Licence Cards	400,000	317,185	79.30%
Dune Stabilisation	3,600,000	3,353,914	93.16%
Employee Wellness	310,000	149,560	48.25%
Event Promoters	471,174	97,168	20.62%
Internal Auditors	400,000	132,650	33.16%
Laboratory Services:Water	591,000	250,332	42.36%
Legal Advice and Litigation	3,930,000	3,384,125	86.11%
Legal Cost:Collection	1,000,000	489,670	48.97%
LED Strategic Plan	50,304	63,804	126.84%
Litter Picking and Street Cleaning	1,250,000	1,007,995	80.64%
Maintenance of Buildings and Facilities	6,128,833	3,803,090	62.05%
Maintenance of Electrical Infrastructure	2,376,839	1,527,462	64.26%
Maintenance of Equipment	581,450	309,001	53.14%
Maintenance of Sanitation Infrastructure	1,565,000	1,346,787	86.06%
Maintenance of Vehicles	7,247,373	6,193,400	85.46%
Maintenance of Water Infrastructure	1,420,000	865,092	60.92%
Medical Health Services & Support	1,150,000	825,236	71.76%
Occupational Health and Safety	21,000	-	0.00%
Other Contracted Services	2,010,000	973,704	48.44%
Personnel and Labour	7,634,772	6,191,348	81.09%
Professional Staff	437,000	415,928	95.18%
Qualification Verification	1,188,000	433,805	36.52%
Restricted Water Flow	800,000	175,358	21.92%
Roads Maintenance	10,000,000	9,850,312	98.50%
Security Services	4,650,000	3,467,616	74.57%
Special Rating Area	7,500,000	6,679,321	89.06%
Transport Services	289,100	16,400	5.67%
Valuer	2,280,102	127,322	5.58%
Water Saving Initiatives	212,000	-	0.00%
Total	**82,899,583**	**58,712,782**	**70.82%**

- **Other Expenditure**

The other expenditure is broken down as follows:

Item Description	Adjusted Budget 2021/22	Actuals as at 30 April 2022	%
Accommodation	1,021,481	482,218	47.21%
Achievements and Awards	1,680,900	671,370	39.94%
Advertising, Publicity and Marketing	2,202,590	1,031,681	46.84%
Air Transport	255,537	56,610	22.15%
Bank Charges	900,000	677,314	75.26%
Bargaining Council	3,200,000	-	0.00%
Cellular Contract (Subscription and Calls)	2,855,364	1,981,338	69.39%
Claims paid to Third Parties	250,000	144,092	57.64%
External Audit Fees	4,500,000	4,387,791	97.51%
External Computer Service:Internet Charge	4,264,541	3,542,089	83.06%
Gifts and Promotional Items	135,300	97,589	72.13%
Hire Charges	28,332,776	21,530,452	75.99%
Insurance Claims	316,460	194,078	61.33%
Insurance Underwriting:Premiums	3,087,456	2,796,389	90.57%
Leases:Furniture and Office Equipment	3,499,992	2,413,156	68.95%
Leases:Machinery and Equipment	60,000	-	0.00%
Leases:Other Assets	3,613,740	2,993,772	82.84%
Motor Vehicle Licence and Registrations	1,046,294	582,671	55.69%
Municipal Services	31,562,951	27,343,354	86.63%
Non-employees	615,926	370,315	60.12%
Other	1,454,849	- 15,795	-1.09%
Own Transport	782,988	225,526	28.80%
Postage/Stamps/Franking Machines	1,912,500	1,236,343	64.65%
Printing, Publications and Books	1,353,626	833,190	61.55%
Registration Fees:Professional and Regulatory Bodies	673,140	64,757	9.62%
Registration Fees:Seminars, Conferences, Workshops	1,958,260	990,321	50.57%
Remuneration to Ward Committees	2,137,200	2,009,450	94.02%
Riparian Levies	5,933,700	4,966,023	83.69%
Signage	461,739	250,818	54.32%
Skills Development Fund Levy	3,861,814	2,763,260	71.55%
Software Licences	3,615,779	2,372,704	65.62%
Storage of Files (Archiving)	450,000	137,388	30.53%
Supplier Development Programme	10,000	-	0.00%
Tenders	700,000	630,194	90.03%
Third Party Vendors	5,600,000	1,564,012	27.93%
Uniform and Protective Clothing	3,937,386	2,892,239	73.46%
Vehicle Tracking	625,715	598,346	95.63%
Workmen''s Compensation Fund	1,664,930	1,491,082	89.56%
Total	**130,534,934**	**94,306,135**	**72.25%**


Expenditure By Type
Other expenditure
11,57%
Transfers and
subsidies
0,06%
Contracted services
7,20%
Other materials
7,36%
Bulk purchases -
Electricity
30,38%
Employee related
costs
33,93%
Finance charges
0,04%
Depreciation &
asset
impairment
7,69%
Debt impairment
0,38%
Remuneration of
councillors
1,39%

Repairs and Maintenance

Below is an analysis of actual repairs and maintenance expenditure, compared to the 2021/22 Adjusted Budget.

Item Description	Budget Year 2021/22		
	Adjusted Budget	Actuals as at 30 April 2022	%
Maintenance of Equipment	727,381	417,926	57.46%
Maintenance of Vehicles	8,660,632	7,589,668	87.63%
Maintenance of Buildings and Facilities	6,704,193	4,360,768	65.05%
Maintenance of Water Infrastructure	6,471,207	2,886,733	44.61%
Roads Maintenance	12,100,000	11,499,746	95.04%
Sport and Recreation Facilities	343,559	318,915	92.83%
Maintenance of Electrical Infrastructure	7,102,487	5,961,604	83.94%
Maintenance of Sanitation Infrastructure	2,734,600	2,034,323	74.39%
Hire Charges	5,741,676	4,091,879	71.27%
Other Contracted Services	340,000	306,431	90.13%
Total	**50,925,735**	**39,467,994**	**77.50%**

It is to be noted that actual repairs and maintenance expenditure constituted 77.50% of the 2021/22 Approved Adjusted Budget.

Annexure "A2"

CAPITAL BUDET PERFORMANCE

Summary Capital Expenditure and Funding

Vote Description	Budget Year 2021/22							
	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
R thousands							%	
Funded by:								
National Government	34,385	50,440	2,857	27,786	42,033	(14,247)	-34%	50,440
Provincial Government	–	–	–	–	–	–		–
District Municipality	1,600	1,638	–	1,299	1,365	(66)	-5%	1,638
Other transfers and grants	–	–	–	–	–	–		–
Transfers recognised - capital	**35,985**	**52,078**	**2,857**	**29,085**	**43,398**	**(14,313)**	**-33%**	**52,078**
Public contributions & donations	–	–	–	–	–	–		–
Borrowing	–	–	–	–	–	–		–
Internally generated funds	25,028	39,263	1,248	13,029	32,719	(19,690)	-60%	39,263
Total Capital Funding	**61,013**	**91,341**	**4,106**	**42,114**	**76,117**	**(34,003)**	**-45%**	**91,341**

The capital expenditure as at 30 April 2022, constituted 46.11% of approved adjusted capital budget and the funding is broken down as follows:

- Grant funding is 55.85% of approved grant funding budget.
- Internally generated funds are 33.18% of approved internal funds budget.
-

Capital budget by municipal vote for 2021/22

Vote Description	Budget Year 2021/22				
	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	%
R thousands					
Multi-Year expenditure appropriation					
Vote 1 - EXECUTIVE COUNCIL	2,740	3,470	138	1,637	47.18%
Vote 2 - FINANCIAL SERVICES	2,460	3,716	465	1,544	41.55%
Vote 3 - CORPORATE SERVICES	1,923	2,230	231	913	40.96%
Vote 4 - COMMUNITY SERVICES	7,490	6,154	306	4,085	66.38%
Vote 5 - INFRASTRUCTURE AND ENGINEERING	45,230	73,865	2,984	33,553	45.42%
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	1,170	1,905	(19)	381	20.02%
Total Capital Multi-year expenditure	**61,013**	**91,341**	**4,106**	**42,114**	**46.11%**

The capital expenditure as at 30 April 2022, constituted 46.11% of approved adjusted capital budget.

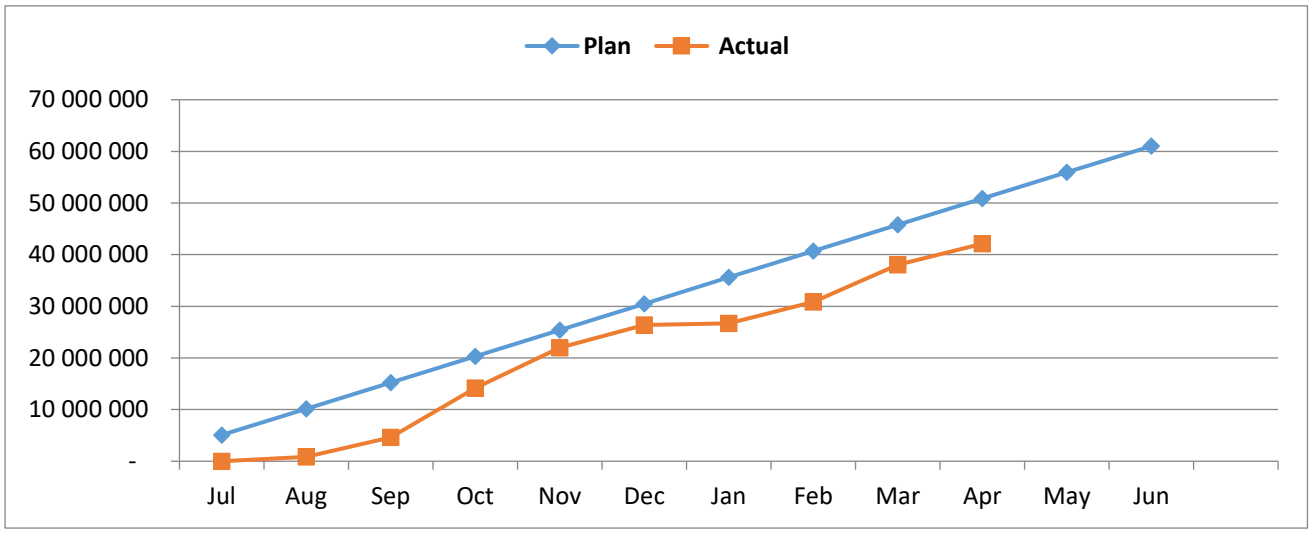
The capital expenditure is broken down per directorate as follows:

- Executive & Council is 47.18% of R 3,470 million budget.
- Financial Services is 41.55% of R 3,716 million budget.
- Corporate Services is 40.96% of R2,230 million budget.
- Community Services is 66.38% of R 6,154 million budget.
- Infrastructure & Engineering is 45.42% of R 73,865 million budget.

- Planning, Development and Tourism is 20.02% of R 1,905 million budget.

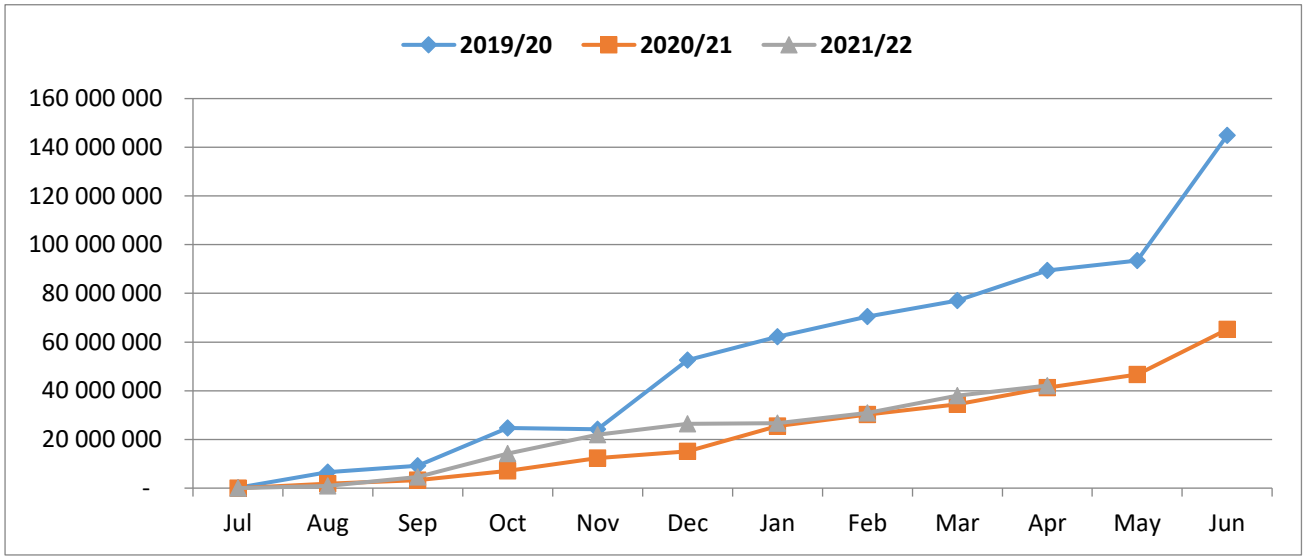
Monthly capital expenditure

The graph below reflects the municipality's monthly capital expenditure to date measured against the 2021/22 current budget.



Capital expenditure trend over the current- and past two years

The graph below shows the municipality's capital expenditure trend for 2019/20, 2020/21 and 2021/22.



Status of capital programmes/projects in the Municipality as at 30 April 2022.

DIRECTORATES	DEPARTMENT	FUNDING	PROJECTS	PROJECT NR	Adjusted Budget 2021/22	Actuals as at 30 April 2022
COMMUNITY SERVICES	Beach	Internal	Upgrading of Pellsrus, Kabeljous, Cape St Francis	PC_A001	100,000	58,302
COMMUNITY SERVICES	CEMETERIES	Internal	Ablution Facilities New	1011104	150,000	-
COMMUNITY SERVICES	ENVIRONMENTAL MANAGEMENT	Internal	Machinery and Equipment	PC_1002	33,700	37,477
COMMUNITY SERVICES	ENVIRONMENTAL MANAGEMENT	Internal	Computer Equipment	CP_4	66,300	38,194
COMMUNITY SERVICES	Envornmental Management Fee	Internal	Kouga Skip Bins	CP4_EMF	200,000	173,520
COMMUNITY SERVICES	FIRE SERVICES	Distr	Fire Vehicle	FT911	1,638,000	1,298,946
COMMUNITY SERVICES	Fire Services	Internal	Fencing Humansdorp Fire Station	CP1_FS	600,000	492,448
COMMUNITY SERVICES	Fire Services	Internal	Vehicle	CP_23	565,000	-
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Machinery and Equipment (Generator)	1011113	230,000	181,364
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Machinery and Equipment (Radio communication) -	1011115	100,000	41,730
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Playdetactor (Machinery and Equipment)	1011111	155,000	155,000
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Machinery and Equipment (Quardbike)	1011114	95,598	95,598
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Furniture and Equipment - Operations room	1011112	17,197	17,197
COMMUNITY SERVICES	LAW ENFORCEMENT	Internal	Computer Equipment - Operatons Room	1011116	23,400	23,400
COMMUNITY SERVICES	Parks & Open Space	Internal	Machinery and Equipment	PC_1003	80,000	71,809
COMMUNITY SERVICES	PARKS AND OPEN SPACES	Internal	5X Trailes	101782	200,000	169,490
COMMUNITY SERVICES	Protection Services	Internal	Machinery and Equipment (Security Cameras System)	PC_1004	300,000	32,191
COMMUNITY SERVICES	Sport & Recreation	Internal	Furniture and Equipment	CP_9	100,000	-
COMMUNITY SERVICES	SPORT & RECREATION	Internal	Fencing Sport and Recreational Facilities	1011118	1,500,000	1,198,721
					6,154,195	**4,085,386**
CORPORATE SERVICES	ADMINISTRATION SERVICES	Internal	Bio-metric System	CP_CPS1	600,000	177,729
CORPORATE SERVICES	ADMINISTRATION SERVICES	Internal	Communications _ LED Screen	CORP02	300,000	224,710
CORPORATE SERVICES	ADMINISTRATION SERVICES	Internal	Communications _ Digital Screen	CORP01	100,000	83,070
CORPORATE SERVICES	Corporate Services	Internal	Computer Software and Applications	CP_60	287,000	- 165,620
CORPORATE SERVICES	Corporate Services	Internal	Fencing of municipal building	PC_1023	629,206	419,400
CORPORATE SERVICES	Corporate Services	Internal	Furniture and Equipment	CP_9	150,000	58,849
CORPORATE SERVICES	Corporate Services	Internal	Computer Equipment	CP_4	141,843	93,528
CORPORATE SERVICES	Skills Development	Internal	Computer Equipment	CP_4	21,501	21,501
					2,229,550	**913,167**

DIRECTORATES	DEPARTMENT	FUNDING	PROJECTS	PROJECT NR	Adjusted Budget 2021/22	Actuals as at 30 April 2022
EXECUTIVE & COUNCIL	Council	Internal	Furniture and Equipment	CP_9	100,000	70,976
EXECUTIVE & COUNCIL	MAYOR	Internal	Furniture and Equipment - Municipal Court	0803217	100,000	-
EXECUTIVE & COUNCIL	MAYOR	Internal	Electronic and Computer Equipment	1011120	200,000	140,940
EXECUTIVE & COUNCIL	MAYOR	Internal	Vehicle	CP_23	1,200,000	500,000
EXECUTIVE & COUNCIL	MAYOR	Internal	PA system/Data projector/Screens/Sound	1011102	70,000	-
EXECUTIVE & COUNCIL	MAYORAL COMMITTEE	Internal	Furniture and Equipment - Ward Councillors Offices	1011101	150,000	33,345
EXECUTIVE & COUNCIL	MUNICIPAL MANAGER	Internal	Computer Equipment	CP_4	150,000	139,957
EXECUTIVE & COUNCIL	Risk and Internal Audit Unit	Internal	Computer Equipment	CP_4	20,000	-
EXECUTIVE & COUNCIL	Risk and Internal Audit Unit	Internal	Furniture and Equipment	CP_54	25,000	1,000
EXECUTIVE & COUNCIL	WARD COUNCILLORS	Internal	Ward councilors Capital project	PC_65	750,000	274,977
EXECUTIVE & COUNCIL	WARD COUNCILLORS	Internal	Computer Equipment	CP_4	705,000	475,883
					3,470,000	**1,637,079**
FINANCE	ASSET MANAGEMENT	Internal	Single Cap Bakkie for stock verification	101773	350,000	-
FINANCE	ASSET MANAGEMENT	Internal	Office Equipment	101771	5,998	5,998
FINANCE	ASSET MANAGEMENT	Internal	Office Equipment	101772	12,000	11,957
FINANCE	ASSET MANAGEMENT	Internal	Replacement of Electrical Transformer _ Humansdorp	AM001	863,540	384,731
FINANCE	Finance: IT	Internal	Furniture and Equipment	CP_9	69,007	69,007
FINANCE	Finance: IT	Internal	Cibex Software	CP_075	600,000	-
FINANCE	Finance: IT	Internal	Computer Equipment	CP_4	914,244	464,913
FINANCE	Finance: IT	Internal	WIFI Solution	PC_017	100,000	46,141
FINANCE	Finance: IT	Internal	Network Upgrade	CP_2241	250,000	72,000
FINANCE	Finance: IT	Internal	Furniture and Equipment	CP_4	86,957	25,377
FINANCE	REVENUE	Internal	2 Single Cab Bakkie	0803219	452,000	451,328
FINANCE	SCM	Internal	Machinery and Equipment	PC_1003	12,700	12,700
					3,716,446	**1,544,151**

DIRECTORATES	DEPARTMENT	FUNDING	PROJECTS	PROJECT NR	Adjusted Budget 2021/22	Actuals as at 30 April 2022
INFRASTRUCTURE & ENGINEERING	Electricity	Internal	Saffery Substation	CP7_ELC	1,000,000	860,401
INFRASTRUCTURE & ENGINEERING	METERING & REVENUE	INEP	Ocean View Electrification	ELEC711	6,782,609	5,858,448
INFRASTRUCTURE & ENGINEERING	METERING & REVENUE	Internal	Bulk 66kv Overhead lines	CP66KV	2,147,319	1,885,798
INFRASTRUCTURE & ENGINEERING	PROJECT MANAGEMENT UNIT (PMU)	Internal	Mini Fresh Food and Craft Markets in Jbay & Hankey	CP_369	-	-
INFRASTRUCTURE & ENGINEERING	PROJECT MANAGEMENT UNIT (PMU)	Internal	Upgrading/Improvement of Sport Facilities within Kouga		400,000	-
INFRASTRUCTURE & ENGINEERING	PROJECT MANAGEMENT UNIT (PMU)	MIG	Mini Fresh Food and Craft Markets in Jbay & Hankey		728,750	454,713
INFRASTRUCTURE & ENGINEERING	PROJECT MANAGEMENT UNIT (PMU)	MIG	Upgrading/Improvement of Sport Facilities within Kouga Region (Loerie)	MIG01	500,000	-
INFRASTRUCTURE & ENGINEERING	PROJECT MANAGEMENT UNIT (PMU)	MIG	Upgrading/Improvement of Sport Facilities within Kouga Region (Sea Vista)	MIG02	2,342,087	512,987
INFRASTRUCTURE & ENGINEERING	Public Works	MIG	Upgrading of Gravel Roads in Humansdorp	PC_075	14,235,217	9,757,814
INFRASTRUCTURE & ENGINEERING	Sewerage	Internal	New bypass Sewer Rising Main and Pump Stations Jbay	CP5_SW	992,000	91,472
INFRASTRUCTURE & ENGINEERING	Sewerage	Internal	Upgrade Sewer Rising Mains Jbay (La Mer-4A-4B) Pre	CP4_SW	326,000	138,441
INFRASTRUCTURE & ENGINEERING	Sewerage	Internal	Piped Reticulation - St Francis Bay	CP7_SEW	295,000	104,848
INFRASTRUCTURE & ENGINEERING	Sewerage	Internal	Upgrade Loerie sewer pump station	CP_2SW	147,000	26,964
INFRASTRUCTURE & ENGINEERING	SEWERAGE	Internal	Construct emergency overflow pond Koraal Sewer	CP_3SW	100,000	-
INFRASTRUCTURE & ENGINEERING	Sewerage	MIG	Upgrade Sanitation System Old Hankey	PC_012	14,981,698	6,593,263
INFRASTRUCTURE & ENGINEERING	WATER	DRG	Connect 4 x drilled boreholes to treatment works	I&E002	8,498,394	4,608,809
INFRASTRUCTURE & ENGINEERING	WATER	DRG	Connecting Kruisfontein borehole to Humansdorp Water Tretment Works		2,371,171	-
INFRASTRUCTURE & ENGINEERING	Water	Internal	Replace 250mm Water Main Canal Road St Francis Bay	CP7_WAT	163,000	51,536
INFRASTRUCTURE & ENGINEERING	Water	Internal	Repair Leaking Concrete Water Tower Paradise Beach	CP_4WAT	310,000	-
INFRASTRUCTURE & ENGINEERING	Water	Internal	Replace Main Waterline Sout Rivier Bridge Crossing	CP5_WAT	295,000	123,777
INFRASTRUCTURE & ENGINEERING	Water	Internal	Replace 250mm Water Main Mimosa Street Jbay	CP6_WAT	104,000	99,907
INFRASTRUCTURE & ENGINEERING	WATER	Internal	Connect up 3 x boreholes Soetkloof Hankey	I&E001	2,875,000	2,371,171
INFRASTRUCTURE & ENGINEERING	Water	Internal	Machinery & Equipment	CP_10SW	180,000	12,792
INFRASTRUCTURE & ENGINEERING	WATER	Internal	WATER TANKS - JEFFREYS BAY	W9801	840,000	-
INFRASTRUCTURE & ENGINEERING	WATER	Internal	Connecting Kruisfontein borehole to Humansdorp Water Tretment Works	WAT004	7,964,523	-
INFRASTRUCTURE & ENGINEERING	WATER	Internal	Connect 4 x drilled boreholes to treatment works	I&E002	3,186,606	-
INFRASTRUCTURE & ENGINEERING	WATER	Internal	WATER TANKS - HUMANSDORP	W9802	2,100,000	-
					73,865,374	**33,553,140**
PLANNING, DEVELOPMENT & TOURISM	Economic Development: Tourism	Internal	Restoration of Fisherman Grave Site	CP2_EDT	150,000	68,100
PLANNING, DEVELOPMENT & TOURISM	LAND & PROPERTY ADMINISTRATION	Internal	Furniture and equipment	CP_54	451,528	163,598
PLANNING, DEVELOPMENT & TOURISM	LAND & PROPERTY ADMINISTRATION	Internal	Computer Equipment	CP_4	100,000	34,565
PLANNING, DEVELOPMENT & TOURISM	LOCAL ECONOMIC DEVELOPMENT	Internal	Computer Equipment	CP_4	83,898	77,971
PLANNING, DEVELOPMENT & TOURISM	LOCAL ECONOMIC DEVELOPMENT	Internal	Kouga Business Support Centre	CP1_EDB	600,000	-
PLANNING, DEVELOPMENT & TOURISM	Planning & Development	Internal	Computer Software and Applications	CP_60	220,000	37,178
PLANNING, DEVELOPMENT & TOURISM	Planning & Development	Internal	Furniture and equipment	CP_54	300,000	-
					1,905,426	**381,411**
				Total	**91,340,991**	**42,114,335**

Annexure "A3"

PROJECTED CASH FLOW STATEMENT FOR THE 2021/22 FINANCIAL YEAR

Projected Cash Flow Statement as at 30 April 2022

The purpose of the cash flow statement is to compare the cash inflows (receipts) with the cash outflows (payments), so as to ascertain the adequacy of the cash inflows to cover the cash outflows.

Table C7 Monthly Budget Statement – Cash Flow – M10 April 2022

Description	Ref	2020/21	Budget Year 2021/22							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Property rates		545,688	203,401	212,184	16,000	190,641	176,820	13,821	8%	212,184
Service charges		70,769	500,464	711,473	40,907	544,216	592,894	(48,678)	-8%	711,473
Other revenue		33,622	39,500	57,614	1,833	26,674	48,011	(21,338)	-44%	57,614
Government - operating		152,544	152,602	154,418		152,804	128,682	24,122	19%	154,418
Government - capital		2,151	40,256	53,680		53,336	44,734	8,602	19%	53,680
Interest		782,820	15,706	2,811	1,621	3,921	2,342	1,578	67%	2,811
Dividends		–	–	–				–		–
Payments										
Suppliers and employees		3,573	(927,527)	(1,142,665)	(85,537)	(866,629)	(952,221)	(85,592)	9%	(1,142,665)
Finance charges		–	(716)	(716)		(289)	(289)	–		(716)
Transfers and Grants		–	(650)	–		–		–		–
NET CASH FROM/(USED) OPERATING ACTIVITIES		**1,591,166**	**23,037**	**48,798**	**(25,176)**	**104,673**	**40,973**	**(63,700)**	**-155%**	**48,798**
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE		–	–	–	–	–	–	–		–
Decrease (increase) other non-current receivables		–	–	–	–	–	–	–		–
Decrease (increase) in non-current investments		–	–	–	–	–	–	–		–
Payments										
Capital assets		27,043	(61,013)	(91,341)	(4,722)	(48,432)	(76,117)	(27,686)	36%	(91,341)
NET CASH FROM/(USED) INVESTING ACTIVITIES		**27,043**	**(61,013)**	**(91,341)**	**(4,722)**	**(48,432)**	**(76,117)**	**(27,686)**	**36%**	**(91,341)**
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans		–	–	–	–	–	–	–		–
Borrowing long term/refinancing		–	–	–	–	–	–	–		–
Increase (decrease) in consumer deposits		(20,774)	–	–	–	–	–	–		–
Payments										
Repayment of borrowing		–	(6,747)	(6,747)	–	(6,128)	(6,128)	–		(6,747)
NET CASH FROM/(USED) FINANCING ACTIVITIES		**(20,774)**	**(6,747)**	**(6,747)**	**–**	**(6,128)**	**(6,128)**	**–**		**(6,747)**
NET INCREASE/ (DECREASE) IN CASH HELD		**1,597,435**	**(44,723)**	**(49,289)**	**(29,898)**	**50,113**	**(41,273)**			**(49,289)**
Cash/cash equivalents at beginning:		141,033	90,062	53,394		53,394	53,394			53,394
Cash/cash equivalents at month/year end:		1,738,468	45,339	4,105		103,507	12,121			4,105

Annexure "A4"

MUNICIPAL MONTHLY BUDGET TABLES

1. MONTHLY BUDGET TABLES

The seven main budget tables, as required in terms of the Municipal Budget and Reporting Regulations, are included in this section of the report. These tables set out the Municipality's 2021/22 budget performance for the period of April 2022 and are to be noted. Each table is accompanied by explanatory notes.

Table C1 Monthly Budget Statement Summary – M10 April 2022

Description	2020/21	Budget Year 2021/22							
R thousands	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
Financial Performance									
Property rates	210,205	218,711	224,085	13,743	196,531	186,696	9,835	5%	224,085
Service charges	469,219	538,133	539,540	37,974	445,225	450,279	(5,054)	-1%	539,540
Investment revenue	4,192	5,780	2,811	325	2,626	2,342	283	12%	2,811
Transfers and subsidies	166,982	152,602	154,418	107	151,510	128,893	22,617	18%	154,418
Other own revenue	36,543	50,174	52,309	1,157	44,962	43,590	1,372	3%	52,309
Total Revenue (excluding capital transfers and contributions)	**887,140**	**965,400**	**973,163**	**53,307**	**840,854**	**811,801**	**29,053**	**4%**	**973,163**
Employee costs	335,334	378,677	377,340	26,668	276,501	317,512	(41,011)	-13%	377,340
Remuneration of Councillors	12,780	13,651	13,651	1,198	11,328	11,376	(48)	-0%	13,651
Depreciation & asset impairment	80,852	91,830	91,830	6,521	62,699	76,525	(13,826)	-18%	91,830
Finance charges	3,094	716	716	–	289	597	(307)	-52%	716
Materials and bulk purchases	325,733	356,261	369,519	23,753	307,553	307,932	(379)	-0%	369,519
Transfers and subsidies	761	650	550	423	450	458	(8)	-2%	550
Other expenditure	220,345	232,664	259,252	16,357	156,118	216,040	(59,922)	-28%	259,252
Total Expenditure	**978,900**	**1,074,449**	**1,112,858**	**74,920**	**814,938**	**930,440**	**(115,502)**	**-12%**	**1,112,858**
Surplus/(Deficit)	**(91,760)**	**(109,049)**	**(139,695)**	**(21,613)**	**25,916**	**(118,639)**	**144,555**	**-122%**	**(139,695)**
Transfers and subsidies - capital (monetary allocations	46,787	40,256	59,643	3,238	29,571	46,648	(17,076)	-37%	59,643
Contributions & Contributed assets	–	0	–	–	14	–	14	#DIV/0!	–
Surplus/(Deficit) after capital transfers & contributions	**(44,973)**	**(68,793)**	**(80,052)**	**(18,374)**	**55,502**	**(71,991)**	**127,493**	**-177%**	**(80,052)**
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–		–
Surplus/ (Deficit) for the year	**(44,973)**	**(68,793)**	**(80,052)**	**(18,374)**	**55,502**	**(71,991)**	**127,493**	**-177%**	**(80,052)**
Capital expenditure & funds sources									
Capital expenditure	**25,728**	**61,013**	**91,341**	**4,106**	**42,114**	**76,117**	**(34,003)**	**-45%**	**91,341**
Capital transfers recognised	41,388	35,985	52,078	2,857	29,085	43,398	(14,313)	-33%	52,078
Public contributions & donations	–	–	–	–	–	–	–		–
Borrowing	–	–	–	–	–	–	–		–
Internally generated funds	**(7,061)**	**25,028**	**39,263**	**1,248**	**13,029**	**32,719**	**(19,690)**	**-60%**	**39,263**
Total sources of capital funds	**34,327**	**61,013**	**91,341**	**4,106**	**42,114**	**76,117**	**(34,003)**	**-45%**	**91,341**
Financial position									
Total current assets	292,547	170,054	149,779		197,116				149,779
Total non current assets	2,315,624	2,287,917	2,318,153		2,295,510				2,318,153
Total current liabilities	245,872	182,327	160,638		122,781				160,638
Total non current liabilities	175,631	163,445	191,375		176,381				191,375
Community wealth/Equity	**2,231,641**	**2,112,199**	**2,115,918**		**2,193,463**				**2,115,918**
Cash flows									
Net cash from (used) operating	1,591,166	23,037	48,798	(25,176)	104,673	40,973	(63,700)	-155%	48,798
Net cash from (used) investing	27,043	(61,013)	(91,341)	(4,722)	(48,432)	(76,117)	(27,686)	36%	(91,341)
Net cash from (used) financing	(20,774)	(6,747)	(6,747)	–	(6,128)	(6,128)	–		(6,747)
Cash/cash equivalents at the month/year end	**1,738,468**	**45,339**	**4,105**	**–**	**103,507**	**12,121**	**(91,386)**	**-754%**	**4,105**
Debtors & creditors analysis	**0-30 Days**	**31-60 Days**	**61-90 Days**	**91-120 Days**	**121-150 Dys**	**151-180 Dys**	**181 Dys-1 Yr**	**Over 1Yr**	**Total**
Debtors Age Analysis									
Total By Income Source	–	–	–	–	–	–	–	–	–
Creditors Age Analysis									
Total Creditors	–	–	–	–	–	–	–	–	–

Explanatory notes to Table C 1 – Monthly Budget Summary

The aim of the Budget Summary is to provide a concise overview of the actual budget performance from all of the major financial perspective (operating expenditure, capital expenditure, financial position, cash flow, and MFMA funding compliance).

The table provides an overview of the actual amounts spent compared to the monthly budget projections within the context of operating performance, resources utilised for capital expenditure, financial position, cash and funding compliance.

Table C2 Monthly Budget Statement – Financial Performance (standard classification) – M10 April 2022

Description	Ref	2020/21	Budget Year 2021/22							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
Revenue - Functional										
Governance and administration		**316,505**	**334,164**	**338,358**	**14,348**	**361,254**	**281,763**	79,492	28%	**338,358**
Executive and council		926	29	1,490	–	81	1,270	(1,189)	-94%	1,490
Finance and administration		315,579	334,135	336,869	14,348	361,173	280,493	80,680	29%	336,869
Internal audit		–	–	–	–	–	–	–		–
Community and public safety		**12,619**	**11,799**	**15,811**	**364**	**12,598**	**13,229**	(631)	-5%	**15,811**
Community and social services		2,427	2,516	2,483	33	2,395	2,410	(16)	-1%	2,483
Sport and recreation		5,800	6,302	8,506	323	6,663	7,089	(425)	-6%	8,506
Public safety		1,529	735	1,651	2	1,308	1,184	124	10%	1,651
Housing		–	–	–	–	–	–	–		–
Health		2,863	2,246	3,170	7	2,232	2,546	(314)	-12%	3,170
Economic and environmental services		**15,708**	**27,734**	**15,144**	**(490)**	**13,327**	**12,747**	579	5%	**15,144**
Planning and development		7,589	6,870	7,376	515	5,908	6,275	(367)	-6%	7,376
Road transport		6,952	19,419	6,375	(1,035)	6,098	5,311	787	15%	6,375
Environmental protection		1,167	1,446	1,393	30	1,320	1,161	159	14%	1,393
Trading services		**589,095**	**631,958**	**663,493**	**42,323**	**483,261**	**550,710**	(67,449)	-12%	**663,493**
Energy sources		310,687	349,113	357,466	23,863	288,489	299,076	(10,588)	-4%	357,466
Water management		108,540	109,904	117,805	6,150	74,733	98,218	(23,485)	-24%	117,805
Waste water management		96,238	99,787	107,236	7,287	68,357	85,919	(17,563)	-20%	107,236
Waste management		73,630	73,154	80,986	5,022	51,682	67,496	(15,814)	-23%	80,986
Other	4	–	–	–	–	–	–	–		–
Total Revenue - Functional	2	**933,927**	**1,005,656**	**1,032,806**	**56,545**	**870,439**	**858,448**	**11,991**	**1%**	**1,032,806**
Expenditure - Functional										
Governance and administration		**222,313**	**243,963**	**256,040**	**16,592**	**160,828**	**214,466**	(53,638)	-25%	**256,040**
Executive and council		50,007	50,592	51,255	4,025	37,643	42,834	(5,190)	-12%	51,255
Finance and administration		172,304	193,351	204,765	12,567	123,174	171,615	(48,441)	-28%	204,765
Internal audit		2	20	20	–	11	17	(6)	-36%	20
Community and public safety		**93,963**	**107,514**	**104,585**	**8,137**	**81,242**	**87,929**	(6,687)	-8%	**104,585**
Community and social services		9,090	11,186	10,583	905	8,045	8,891	(846)	-10%	10,583
Sport and recreation		49,442	54,230	54,187	3,790	43,032	45,481	(2,449)	-5%	54,187
Public safety		23,565	29,328	27,336	2,201	20,963	23,051	(2,088)	-9%	27,336
Housing		6,238	5,884	5,900	373	4,436	4,958	(522)	-11%	5,900
Health		5,628	6,886	6,578	868	4,767	5,549	(782)	-14%	6,578
Economic and environmental services		**141,070**	**157,693**	**146,944**	**8,909**	**95,974**	**122,863**	(26,889)	-22%	**146,944**
Planning and development		34,140	45,303	40,523	2,762	25,840	34,061	(8,221)	-24%	40,523
Road transport		103,535	109,560	103,369	5,982	67,765	86,239	(18,475)	-21%	103,369
Environmental protection		3,395	2,830	3,051	165	2,370	2,562	(193)	-8%	3,051
Trading services		**520,428**	**561,444**	**601,604**	**40,731**	**475,371**	**502,111**	(26,739)	-5%	**601,604**
Energy sources		291,126	354,858	381,557	23,556	294,210	318,082	(23,872)	-8%	381,557
Water management		95,724	86,287	93,728	4,140	73,497	78,276	(4,779)	-6%	93,728
Waste water management		71,285	59,888	60,376	4,928	57,268	50,501	6,768	13%	60,376
Waste management		62,294	60,412	65,943	8,107	50,396	55,253	(4,856)	-9%	65,943
Other		**1,125**	**3,834**	**3,686**	**551**	**1,523**	**3,071**	**(1,549)**	**-50%**	**3,686**
Total Expenditure - Functional	3	**978,900**	**1,074,449**	**1,112,858**	**74,920**	**814,938**	**930,440**	**(115,502)**	**-12%**	**1,112,858**
Surplus/ (Deficit) for the year		**(44,973)**	**(68,793)**	**(80,052)**	**(18,374)**	**55,502**	**(71,991)**	**127,493**	**-177%**	**(80,052)**

Explanatory notes to Table C2 – Budgeted Financial Performance (revenue and expenditure by standard classification)

The standard classification refers to a modified Government Finance Statistics (GFS) reporting structure.

The aim of the standard classification approach is to ensure that all municipalities report their operations in one common format, to facilitate comparison across all municipalities.

Table C3 Monthly Budget Statement – Financial Performance (revenue and expenditure by municipal vote – M10 April 2022

Vote Description	Ref	2020/21	Budget Year 2021/22							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
Revenue by Vote	1									
Vote 1 - EXECUTIVE COUNCIL		0	–	1,070	–	–	920	(920)	-100.0%	1,070
Vote 2 - FINANCIAL SERVICES		328,986	332,484	335,875	14,199	359,447	279,665	79,782	28.5%	335,875
Vote 3 - CORPORATE SERVICES		565	319	721	–	482	601	(119)	-19.8%	721
Vote 4 - COMMUNITY SERVICES		96,379	105,755	103,834	4,523	71,730	86,589	(14,859)	-17.2%	103,834
Vote 5 - INFRASTRUCTURE AND ENGINEERING		502,543	563,015	586,305	37,421	434,878	486,507	(51,629)	-10.6%	586,305
Vote 6 - PLANNING DEVELOPMENT AND TOURISM		4,586	4,082	5,001	403	3,903	4,167	(264)	-6.3%	5,001
Vote 7 - [NAME OF VOTE 7]		–	–	–	–	–	–	–		–
Vote 8 - [NAME OF VOTE 8]		–	–	–	–	–	–	–		–
Vote 9 - [NAME OF VOTE 9]		–	–	–	–	–	–	–		–
Vote 10 - [NAME OF VOTE 10]		–	–	–	–	–	–	–		–
Vote 11 - [NAME OF VOTE 11]		–	–	–	–	–	–	–		–
Vote 12 - [NAME OF VOTE 12]		–	–	–	–	–	–	–		–
Vote 13 - [NAME OF VOTE 13]		–	–	–	–	–	–	–		–
Vote 14 - [NAME OF VOTE 14]		–	–	–	–	–	–	–		–
Vote 15 - [NAME OF VOTE 15]		–	–	–	–	–	–	–		–
Total Revenue by Vote	2	**933,060**	**1,005,656**	**1,032,806**	**56,545**	**870,439**	**858,448**	**11,991**	**1.4%**	**1,032,806**
Expenditure by Vote	1									
Vote 1 - EXECUTIVE COUNCIL		51,232	52,647	55,260	4,533	41,089	46,205	(5,116)	-11.1%	55,260
Vote 2 - FINANCIAL SERVICES		80,189	107,877	100,944	6,088	59,158	84,705	(25,547)	-30.2%	100,944
Vote 3 - CORPORATE SERVICES		56,843	45,011	64,037	4,070	32,728	53,563	(20,835)	-38.9%	64,037
Vote 4 - COMMUNITY SERVICES		195,873	213,660	213,895	18,831	165,677	179,576	(13,899)	-7.7%	213,895
Vote 5 - INFRASTRUCTURE AND ENGINEERING		572,561	621,597	647,745	39,312	498,307	540,377	(42,070)	-7.8%	647,745
Vote 6 - PLANNING DEVELOPMENT AND TOURISM		22,202	33,658	30,976	2,087	17,979	26,013	(8,034)	-30.9%	30,976
Vote 7 - [NAME OF VOTE 7]		–	–	–	–	–	–	–		–
Vote 8 - [NAME OF VOTE 8]		–	–	–	–	–	–	–		–
Vote 9 - [NAME OF VOTE 9]		–	–	–	–	–	–	–		–
Vote 10 - [NAME OF VOTE 10]		–	–	–	–	–	–	–		–
Vote 11 - [NAME OF VOTE 11]		–	–	–	–	–	–	–		–
Vote 12 - [NAME OF VOTE 12]		–	–	–	–	–	–	–		–
Vote 13 - [NAME OF VOTE 13]		–	–	–	–	–	–	–		–
Vote 14 - [NAME OF VOTE 14]		–	–	–	–	–	–	–		–
Vote 15 - [NAME OF VOTE 15]		–	–	–	–	–	–	–		–
Total Expenditure by Vote	2	**978,900**	**1,074,449**	**1,112,858**	**74,920**	**814,938**	**930,440**	**(115,502)**	**-12.4%**	**1,112,858**
Surplus/ (Deficit) for the year	2	**(45,840)**	**(68,793)**	**(80,052)**	**(18,374)**	**55,502**	**(71,991)**	**127,493**	**-177.1%**	**(80,052)**

Explanatory notes to Table C3 – Budgeted Financial Performance (revenue and expenditure by municipal vote)

The purpose of the format in which the monthly budget reporting table is represented, is to enable the Council to enforce a vote in accordance with the municipality's organisational structure, so as to assign responsibility for the revenue and expenditure recorded against these votes to the Municipal Manager and Directors concerned.

Operating revenue and expenditure is thus presented by "vote". A "vote" is defined as one of the main segments into which a budget of a municipality is divided into, for the appropriation of funds.

Table C4 Monthly Budget Statement – Financial Performance (revenue and expenditure) – M10 April 2022

Description	Ref	2020/21	Budget Year 2021/22							
R thousands		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
Revenue By Source										
Property rates		210,205	218,711	224,085	13,743	196,531	186,696	9,835	5%	224,085
Service charges - electricity revenue		281,916	334,173	342,329	23,491	280,983	285,874	(4,891)	-2%	342,329
Service charges - water revenue		80,983	89,581	81,646	5,700	68,068	68,086	(18)	0%	81,646
Service charges - sanitation revenue		52,346	58,635	57,754	4,109	47,754	48,135	(381)	-1%	57,754
Service charges - refuse revenue		53,974	55,744	57,811	4,674	48,420	48,184	236	0%	57,811
Rental of facilities and equipment		2,347	1,169	2,800	217	2,692	2,333	359	15%	2,800
Interest earned - external investments		4,192	5,780	2,811	325	2,626	2,342	283	12%	2,811
Interest earned - outstanding debtors		9,982	10,674	12,820	1,296	11,085	10,683	402	4%	12,820
Dividends received		–	–	–	–	–	–	–		–
Fines, penalties and forfeits		3,308	2,238	794	193	1,311	662	649	98%	794
Licences and permits		11,639	25,746	12,873	(1,180)	8,557	10,727	(2,170)	-20%	12,873
Agency services		–	–	0	330	2,265	–	2,265	#DIV/0!	0
Transfers and subsidies		166,982	152,602	154,418	107	151,510	128,893	22,617	18%	154,418
Other revenue		9,211	10,348	23,022	302	19,052	19,185	(132)	-1%	23,022
Gains		57	–	–	–	–	–	–		–
Total Revenue (excluding capital transfers and contributions)		**887,140**	**965,400**	**973,163**	**53,307**	**840,854**	**811,801**	**29,053**	**4%**	**973,163**
Expenditure By Type										
Employee related costs		335,334	378,677	377,340	26,668	276,501	317,512	(41,011)	-13%	377,340
Remuneration of councillors		12,780	13,651	13,651	1,198	11,328	11,376	(48)	0%	13,651
Debt impairment		31,535	53,726	45,817	–	3,103	38,181	(35,078)	-92%	45,817
Depreciation & asset impairment		80,852	91,830	91,830	6,521	62,699	76,525	(13,826)	-18%	91,830
Finance charges		3,094	716	716	–	289	597	(307)	-52%	716
Bulk purchases - electricity		254,058	290,000	300,000	21,177	247,591	250,000	(2,409)	-1%	300,000
Inventory consumed		71,675	66,261	69,519	2,577	59,961	57,932	2,030	4%	69,519
Contracted services		95,785	78,598	82,900	7,638	58,709	69,082	(10,373)	-15%	82,900
Transfers and subsidies		761	650	550	423	450	458	(8)	-2%	550
Other expenditure		91,018	100,339	130,535	8,719	94,306	108,777	(14,471)	-13%	130,535
Losses		2,007	–	–	–	–	–	–		–
Total Expenditure		**978,900**	**1,074,449**	**1,112,858**	**74,920**	**814,938**	**930,440**	**(115,502)**	**-12%**	**1,112,858**
Surplus/(Deficit)		**(91,760)**	**(109,049)**	**(139,695)**	**(21,613)**	**25,916**	**(118,639)**	**144,555**	**(0)**	**(139,695)**
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		46,787	40,256	59,643	3,238	29,571	46,648	(17,076)	(0)	59,643
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporatons, Higher Educational Institutions)		–	0	–	–	14	–	14	#DIV/0!	–
Transfers and subsidies - capital (in-kind - all)		–	–	–	–	–	–	–		–
Surplus/(Deficit) after capital transfers & contributions		**(44,973)**	**(68,793)**	**(80,052)**	**(18,374)**	**55,502**	**(71,991)**			**(80,052)**
Taxation		–	–	–	–	–	–	–		–
Surplus/(Deficit) after taxation		**(44,973)**	**(68,793)**	**(80,052)**	**(18,374)**	**55,502**	**(71,991)**			**(80,052)**
Attributable to minorities		–	–	–	–	–	–			–
Surplus/(Deficit) attributable to municipality		**(44,973)**	**(68,793)**	**(80,052)**	**(18,374)**	**55,502**	**(71,991)**			**(80,052)**
Share of surplus/ (deficit) of associate		–	–	–	–	–	–			–
Surplus/ (Deficit) for the year		**(44,973)**	**(68,793)**	**(80,052)**	**(18,374)**	**55,502**	**(71,991)**			**(80,052)**

Explanatory notes to Table C4 – Budgeted Financial Performance (revenue and expenditure)

The Financial Performance Budget is required to be approved concurrently by revenue source and expenditure type, so as to ensure consistency with annual reporting format requirements. A key aim is to facilitate comparison between the monthly results, the monthly budget-to-date projections and the original budget, so as to assess performance.

Table C5 Monthly Budget Statement – Capital Expenditure (municipal vote, standard classification and funding) – M10 April 2022

Vote Description	Ref	2020/21	Budget Year 2021/22							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
Multi-Year expenditure appropriation	2									
Vote 1 - EXECUTIVE COUNCIL		182	1,990	2,695	75	1,361	2,246	(885)	-39%	2,695
Vote 2 - FINANCIAL SERVICES		49,578	2,210	3,704	465	1,532	3,086	(1,555)	-50%	3,704
Vote 3 - CORPORATE SERVICES		2,308	1,923	2,230	231	913	1,858	(945)	-51%	2,230
Vote 4 - COMMUNITY SERVICES		(2,458)	6,110	5,740	213	3,906	4,784	(878)	-18%	5,740
Vote 5 - INFRASTRUCTURE AND ENGINEERING		38,142	45,230	73,137	2,984	33,098	60,947	(27,849)	-46%	73,137
Vote 6 - PLANNING DEVELOPMENT AND TOURISM		340	670	1,154	(9)	218	962	(744)	-77%	1,154
Vote 7 - [NAME OF VOTE 7]		–	–	–	–	–	–	–		–
Vote 8 - [NAME OF VOTE 8]		–	–	–	–	–	–	–		–
Vote 9 - [NAME OF VOTE 9]		–	–	–	–	–	–	–		–
Vote 10 - [NAME OF VOTE 10]		–	–	–	–	–	–	–		–
Vote 11 - [NAME OF VOTE 11]		–	–	–	–	–	–	–		–
Vote 12 - [NAME OF VOTE 12]		–	–	–	–	–	–	–		–
Vote 13 - [NAME OF VOTE 13]		–	–	–	–	–	–	–		–
Vote 14 - [NAME OF VOTE 14]		–	–	–	–	–	–	–		–
Vote 15 - [NAME OF VOTE 15]		–	–	–	–	–	–	–		–
Total Capital Multi-year expenditure	4,7	**88,093**	**58,133**	**88,659**	**3,961**	**41,028**	**73,883**	**(32,855)**	**-44%**	**88,659**
Single Year expenditure appropriation	2									
Vote 1 - EXECUTIVE COUNCIL		91	750	775	63	276	646	(370)	-57%	775
Vote 2 - FINANCIAL SERVICES		(57,971)	250	13	–	13	11	2	20%	13
Vote 3 - CORPORATE SERVICES		22,363	–	–	–	–	–	–		–
Vote 4 - COMMUNITY SERVICES		681	1,380	414	93	180	345	(165)	-48%	414
Vote 5 - INFRASTRUCTURE AND ENGINEERING		(28,215)	–	729	–	455	607	(153)	-25%	729
Vote 6 - PLANNING DEVELOPMENT AND TOURISM		686	500	752	(10)	164	626	(463)	-74%	752
Vote 7 - [NAME OF VOTE 7]		–	–	–	–	–	–	–		–
Vote 8 - [NAME OF VOTE 8]		–	–	–	–	–	–	–		–
Vote 9 - [NAME OF VOTE 9]		–	–	–	–	–	–	–		–
Vote 10 - [NAME OF VOTE 10]		–	–	–	–	–	–	–		–
Vote 11 - [NAME OF VOTE 11]		–	–	–	–	–	–	–		–
Vote 12 - [NAME OF VOTE 12]		–	–	–	–	–	–	–		–
Vote 13 - [NAME OF VOTE 13]		–	–	–	–	–	–	–		–
Vote 14 - [NAME OF VOTE 14]		–	–	–	–	–	–	–		–
Vote 15 - [NAME OF VOTE 15]		–	–	–	–	–	–	–		–
Total Capital single-year expenditure	4	(62,364)	2,880	2,682	145	1,087	2,235	**(1,148)**	**-51%**	2,682
Total Capital Expenditure	3	**25,728**	**61,013**	**91,341**	**4,106**	**42,114**	**76,117**	**(34,003)**	**-45%**	**91,341**
Capital Expenditure - Functional Classification										
Governance and administration		**16,925**	**8,963**	**10,337**	**816**	**4,641**	**8,614**	(3,973)	-46%	**10,337**
Executive and council		274	2,240	3,425	137	1,636	2,854	(1,218)	-43%	3,425
Finance and administration		16,651	6,723	6,887	678	3,004	5,739	(2,735)	-48%	6,887
Internal audit		–	–	25	1	1	21	(20)	-95%	25
Community and public safety		**6,630**	**8,987**	**8,175**	**601**	**3,803**	**6,813**	(3,010)	-44%	**8,175**
Community and social services		–	570	150	–	–	125	(125)	-100%	150
Sport and recreation		243	6,217	5,222	601	2,011	4,352	(2,340)	-54%	5,222
Public safety		6,338	2,200	2,803	–	1,791	2,336	(544)	-23%	2,803
Housing		340	–	–	–	–	–	–		–
Health		(290)	–	–	–	–	–	–		–
Economic and environmental services		**(37,205)**	**15,555**	**16,719**	**699**	**10,564**	**13,933**	(3,369)	-24%	**16,719**
Planning and development		1,115	1,120	2,484	(64)	768	2,070	(1,302)	-63%	2,484
Road transport		(38,320)	14,435	14,235	725	9,758	11,863	(2,105)	-18%	14,235
Environmental protection		–	–	–	38	38	–	38	#DIV/0!	–
Trading services		**39,378**	**27,458**	**55,959**	**1,944**	**23,039**	**46,633**	(23,594)	-51%	**55,959**
Energy sources		12,588	9,783	9,930	28	8,605	8,275	330	4%	9,930
Water management		7,172	2,245	28,888	295	7,268	24,073	(16,805)	-70%	28,888
Waste water management		19,881	14,630	16,842	1,423	6,955	14,035	(7,080)	-50%	16,842
Waste management		(263)	800	300	198	211	250	(39)	-16%	300
Other		–	50	150	45	68	125	(57)	-46%	150
Total Capital Expenditure - Functional Classification	3	**25,728**	**61,013**	**91,341**	**4,106**	**42,114**	**76,117**	**(34,003)**	**-45%**	**91,341**
Funded by:										
National Government		35,675	34,385	50,440	2,857	27,786	42,033	(14,247)	-34%	50,440
Provincial Government		–	–	–	–	–	–	–		–
District Municipality		5,713	1,600	1,638	–	1,299	1,365	(66)	-5%	1,638
Other transfers and grants		–	–	–	–	–	–	–		–
Transfers recognised - capital		**41,388**	**35,985**	**52,078**	**2,857**	**29,085**	**43,398**	**(14,313)**	**-33%**	**52,078**
Public contributions & donations	5	–	–	–	–	–	–	–		–
Borrowing	6	–	–	–	–	–	–	–		–
Internally generated funds		(7,061)	25,028	39,263	1,248	13,029	32,719	(19,690)	-60%	39,263
Total Capital Funding		**34,327**	**61,013**	**91,341**	**4,106**	**42,114**	**76,117**	**(34,003)**	**-45%**	**91,341**

Explanatory notes to Table C5 – Budgeted Capital Expenditure by vote, standard classification and funding

Table C5 is a breakdown of the capital programme in relation to capital expenditure by municipal vote; capital expenditure by standard classification; and the funding necessary to fund the capital budget, including information on capital transfers from national and provincial departments.

Table C6 Monthly Budget Statement – Financial Position – M10 April 2022

Description	Ref	2020/21	Budget Year 2021/22			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
R thousands	1					
ASSETS						
Current assets						
Cash		12,188	12,224	3,117	26,063	3,117
Call investment deposits		40,490	33,116	987	77,445	987
Consumer debtors		85,286	67,296	86,056	51,096	86,056
Other debtors		142,012	48,618	47,032	23,735	47,032
Current portion of long-term receivables		–	3	–	–	–
Inventory		12,570	8,798	12,587	18,777	12,587
Total current assets		**292,547**	**170,054**	**149,779**	**197,116**	**149,779**
Non current assets						
Long-term receivables		–	13	–	–	–
Investments		–	–	–	–	–
Investment property		242,552	242,552	262,645	262,645	262,645
Investments in Associate		–	–	–	–	–
Property, plant and equipment		2,071,777	2,042,419	2,053,106	2,031,520	2,053,106
Agricultural		–	–	–	–	–
Biological assets		–	–	–	–	–
Intangible assets		1,295	2,934	2,402	1,344	2,402
Other non-current assets		–	–	–	–	–
Total non current assets		**2,315,624**	**2,287,917**	**2,318,153**	**2,295,510**	**2,318,153**
TOTAL ASSETS		**2,608,171**	**2,457,971**	**2,467,932**	**2,492,626**	**2,467,932**
LIABILITIES						
Current liabilities						
Bank overdraft		–	–	–	–	–
Borrowing		6,747	0	–	–	–
Consumer deposits		20,774	17,378	20,774	23,713	20,774
Trade and other payables		182,904	135,300	101,589	64,371	101,589
Provisions		35,447	29,649	38,275	34,696	38,275
Total current liabilities		**245,872**	**182,327**	**160,638**	**122,781**	**160,638**
Non current liabilities						
Borrowing		(0)	–	–	–	–
Provisions		175,631	163,445	191,375	176,381	191,375
Total non current liabilities		**175,631**	**163,445**	**191,375**	**176,381**	**191,375**
TOTAL LIABILITIES		**421,502**	**345,772**	**352,014**	**299,162**	**352,014**
NET ASSETS	2	**2,186,668**	**2,112,199**	**2,115,918**	**2,193,463**	**2,115,918**
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)		2,231,641	2,112,199	2,115,918	2,193,463	2,115,918
Reserves		–	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY	2	**2,231,641**	**2,112,199**	**2,115,918**	**2,193,463**	**2,115,918**

Explanatory notes to Table C6 – Budgeted Financial Position

i. The table represents Assets less Liabilities as Community Wealth. The order of items within each group is also aligned to the convention of showing items in order of liquidity, i.e. assets readily converted to cash or liabilities immediately required to be met from cash appear first.

ii. Any movement on the Budgeted Financial Performance or the Capital Budget will invariably impact on the Budgeted Financial Position.
For example, the collection rate assumption will impact on the cash position of the municipality and consequently inform the level of cash and cash equivalents at year end.
Similarly, the collection rate assumption informs the budget provision for bad debts. These budget and planning assumptions form a critical link in determining the applicability and relevance of the budget as well as compliance assessment is directly informed by forecasting the statement of financial position.

Table C7 Monthly Budget Statement – Cash Flow – M10 April 2022

Description	Ref	2020/21	Budget Year 2021/22							
R thousands	1	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Property rates		545,688	203,401	212,184	16,000	190,641	176,820	13,821	8%	212,184
Service charges		70,769	500,464	711,473	40,907	544,216	592,894	(48,678)	-8%	711,473
Other revenue		33,622	39,500	57,614	1,833	26,674	48,011	(21,338)	-44%	57,614
Government - operating		152,544	152,602	154,418		152,804	128,682	24,122	19%	154,418
Government - capital		2,151	40,256	53,680		53,336	44,734	8,602	19%	53,680
Interest		782,820	15,706	2,811	1,621	3,921	2,342	1,578	67%	2,811
Dividends		–	–	–				–		–
Payments										
Suppliers and employees		3,573	(927,527)	(1,142,665)	(85,537)	(866,629)	(952,221)	(85,592)	9%	(1,142,665)
Finance charges		–	(716)	(716)		(289)	(289)	–		(716)
Transfers and Grants		–	(650)	–		–		–		–
NET CASH FROM/(USED) OPERATING ACTIVITIES		**1,591,166**	**23,037**	**48,798**	**(25,176)**	**104,673**	**40,973**	**(63,700)**	**-155%**	**48,798**
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE		–	–	–	–	–	–	–		–
Decrease (increase) other non-current receivables		–	–	–	–	–	–	–		–
Decrease (increase) in non-current investments		–	–	–	–	–	–	–		–
Payments										
Capital assets		27,043	(61,013)	(91,341)	(4,722)	(48,432)	(76,117)	(27,686)	36%	(91,341)
NET CASH FROM/(USED) INVESTING ACTIVITIES		**27,043**	**(61,013)**	**(91,341)**	**(4,722)**	**(48,432)**	**(76,117)**	**(27,686)**	**36%**	**(91,341)**
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans		–	–	–	–	–	–	–		–
Borrowing long term/refinancing		–	–	–	–	–	–	–		–
Increase (decrease) in consumer deposits		(20,774)	–	–	–	–	–	–		–
Payments										
Repayment of borrowing		–	(6,747)	(6,747)	–	(6,128)	(6,128)	–		(6,747)
NET CASH FROM/(USED) FINANCING ACTIVITIES		**(20,774)**	**(6,747)**	**(6,747)**	**–**	**(6,128)**	**(6,128)**	**–**		**(6,747)**
NET INCREASE/ (DECREASE) IN CASH HELD		**1,597,435**	**(44,723)**	**(49,289)**	**(29,898)**	**50,113**	**(41,273)**			**(49,289)**
Cash/cash equivalents at beginning:		141,033	90,062	53,394		53,394	53,394			53,394
Cash/cash equivalents at month/year end:		1,738,468	45,339	4,105		103,507	12,121			4,105

Explanatory notes to Table C7 – Budgeted Cash Flow Statement

i. The budgeted cash flow statement represents the first measurement in determining whether the budget is funded.

ii. It reflects the expected cash inflows versus outflows that are likely to result from the implementation of the budget.

Annexure "A5"

ANALYSIS OF THE MUNICIPALITY'S STATEMENT OF FINANCIAL POSITION

In this section the Municipality's Debtors, Creditors and Investments will be analysed. These components have a significant impact on the Municipality's financial position.

1. Overview of outstanding Consumer Debtors (Inclusive of VAT)

Below is an analysis of the outstanding consumer debtors as at 30 June 2021, compared to the position as at 30 April 2022.

Debtors' Age Analysis (Inclusive of VAT) as at 30 June 2021

Description	Budget Year 2020/21								
R thousands	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis By Income Source									
Trade and Other Receivables from Exchange Transactions - Water	8 991	2 241	1 945	1 830	1 723	1 656	10 008	39 230	67 624
Trade and Other Receivables from Exchange Transactions - Electricity	18 074	1 630	1 144	982	882	789	3 435	8 300	35 237
Receivables from Non-exchange Transactions - Property Rates	10 483	1 107	839	690	600	540	7 781	21 458	43 498
Receivables from Exchange Transactions - Waste Water Management	5 510	1 152	982	919	863	803	4 609	17 228	32 067
Receivables from Exchange Transactions - Waste Management	4 595	1 193	1 099	1 018	992	963	5 278	23 366	38 503
Receivables from Exchange Transactions - Property Rental Debtors	-	-	-	-	-	-	-	-	-
Interest on Arrear Debtor Accounts	59	85	101	120	139	162	1 612	22 743	25 022
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	-	-	-	-	-	-	-	-	-
Other	(14 397)	476	329	304	288	273	2 029	11 637	940
Total By Income Source	**33 316**	**7 885**	**6 439**	**5 863**	**5 488**	**5 186**	**34 751**	**143 963**	**242 891**
Debtors Age Analysis By Customer Group									
Organs of State	1 004	449	371	360	354	206	1 461	2 731	6 937
Commercial	6 748	407	380	330	370	249	1 050	4 100	13 634
Households	25 564	7 029	5 688	5 173	4 763	4 731	32 240	137 131	222 320
Other	-	-	-	-	-	-	-	-	-
Total By Customer Group	**33 316**	**7 885**	**6 439**	**5 863**	**5 488**	**5 186**	**34 751**	**143 963**	**242 891**

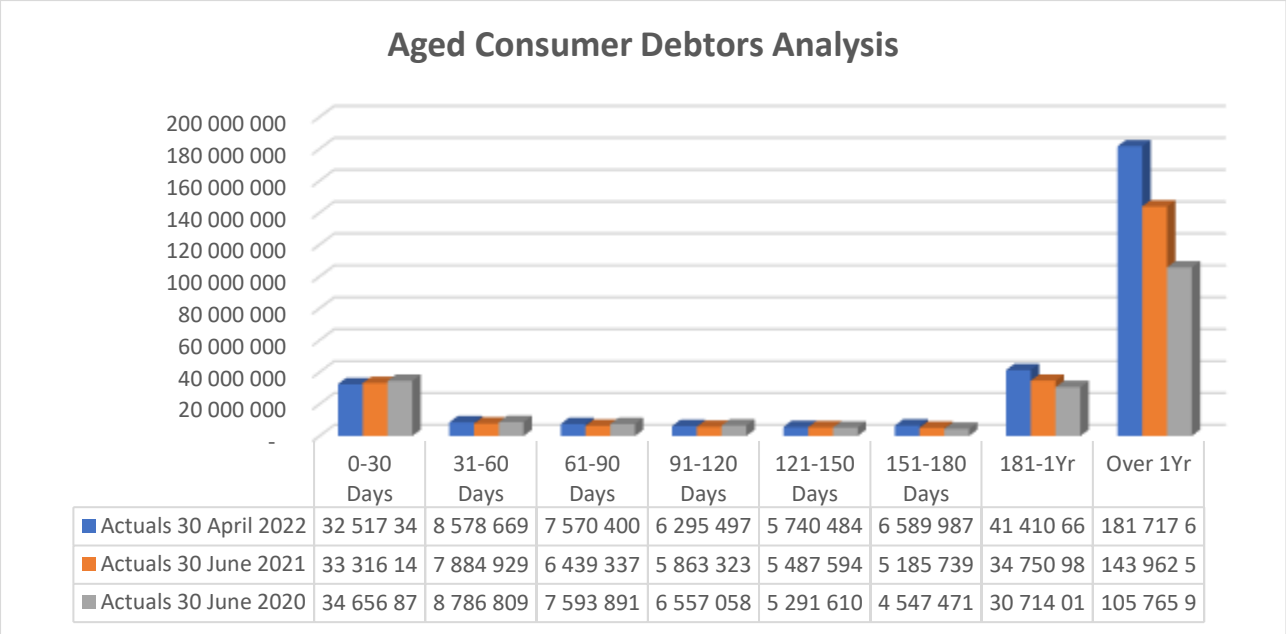
Debtors' Age Analysis (Inclusive of VAT) as at 30 April 2022.

Description	Budget Year 2021/22								
R thousands	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis By Income Source									
Trade and Other Receivables from Exchange Transactions - Water	9,911	2,608	2,577	2,067	1,650	1,734	10,504	50,835	81,886
Trade and Other Receivables from Exchange Transactions - Electricity	19,831	1,752	1,170	922	834	838	3,996	9,784	39,127
Receivables from Non-exchange Transactions - Property Rates	11,589	1,242	953	712	675	1,414	9,232	23,783	49,601
Receivables from Exchange Transactions - Waste Water Management	5,640	1,218	1,163	995	934	993	5,138	22,917	38,999
Receivables from Exchange Transactions - Waste Management	5,036	1,280	1,188	1,153	1,116	1,097	5,927	30,873	47,670
Receivables from Exchange Transactions - Property Rental Debtors	–	–	–	–	–	–	–	–	–
Interest on Arrear Debtor Accounts	159	106	129	139	154	230	2,033	30,276	33,226
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	–	–	–	–	–	–	–	–	–
Other	(19,648)	371	390	307	378	284	4,581	13,249	(88)
Total By Income Source	**32,517**	**8,579**	**7,570**	**6,295**	**5,740**	**6,590**	**41,411**	**181,718**	**290,421**
									–
Debtors Age Analysis By Customer Group									
Organs of State	927	566	476	465	444	596	4,398	5,112	12,985
Commercial	6,708	415	361	261	253	205	1,124	4,798	14,125
Households	24,883	7,597	6,733	5,569	5,044	5,789	35,889	171,807	263,310
Other	–	–	–	–	–	–	–	–	–
Total By Customer Group	**32,517**	**8,579**	**7,570**	**6,295**	**5,740**	**6,590**	**41,411**	**181,718**	**290,421**

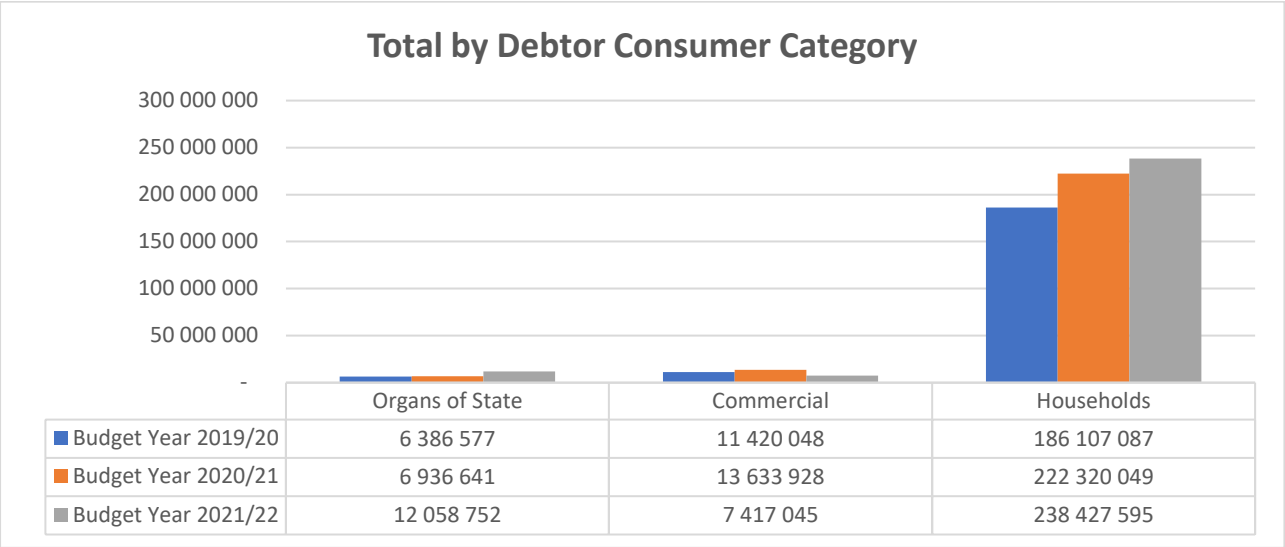
The aforementioned analysis indicates that from 30 June 2021 to 30 April 2022, the overdue debts have increased by R 48,329 million from R 209,574 million to R 257,903 million, as follows:

R thousands	OVERDUE AMOUNTS AS AT		
Debtors Age Analysis By Income Source	**30-Jun-21**	**30-Apr-22**	**DIFFERENCE**
Trade and Other Receivables from Exchange Transactions - Water	58,633	71,975	13,342
Trade and Other Receivables from Exchange Transactions - Electricity	17,163	19,296	2,133
Receivables from Non-exchange Transactions - Property Rates	33,015	38,011	4,997
Receivables from Exchange Transactions - Waste Water Management	26,556	33,359	6,803
Receivables from Exchange Transactions - Waste Management	33,908	42,634	8,726
Receivables from Exchange Transactions - Property Rental Debtors	–	–	–
Interest on Arrear Debtor Accounts	24,963	33,067	8,105
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	–	–	–
Other	15,337	19,560	4,223
Total By Income Source	**209,574**	**257,903**	**48,329**
		–	
Debtors Age Analysis By Customer Group		–	
Organs of State	5,932	12,059	6,126
Commercial	6,886	7,417	531
Households	196,756	238,428	41,672
Other	–	–	–
Total By Customer Group	**209,574**	**257,903**	**48,329**

Graphical Analysis of consumer debtors



Graphical Analysis of consumer debtors (total by Debtor Consumer Category)



	Organs of State	Commercial	Households
Budget Year 2019/20	6 386 577	11 420 048	186 107 087
Budget Year 2020/21	6 936 641	13 633 928	222 320 049
Budget Year 2021/22	12 058 752	7 417 045	238 427 595

2. Overview of Creditors position

Below is an analysis of the status of the major creditors.

Description	Budget Year 2021/22								
R thousands	0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total
Creditors Age Analysis By Customer Type									
Bulk Electricity	24,251	-	-	-	-	-	(7)	-	**24,244**
Bulk Water	-	16	18	18	15	14	(1,711)	-	**(1,630)**
PAYE deductions	4,511								**4,511**
VAT (output less input)									**-**
Pensions / Retirement deductions									**-**
Loan repayments									**-**
Trade Creditors	6,349	293	495	334	57	-	0	1,272	**8,799**
Auditor General									**-**
Other									**-**
Total By Customer Type	**35,111**	**309**	**512**	**351**	**72**	**14**	**(1,718)**	**1,272**	**35,924**

The above amounts represent invoices still to be paid. The major creditors as at 30 April are as follows:

Eskom	R 24,244 million
NMBM	R -1,630 million
PAYE	R 4,511 million
Other Creditors	R 8,799 million
Total	**R 35,924 million**

It is to be noted that the Eskom amount of R 24,244 million, represents the current account for April 2022, which will be fully paid on 23 May 2022.

The PAYE deductions represent employee related costs for the month of April 2022, with the amount only due on 3 May 2022.

2. Allocation and Grants receipts and expenditure for the 2021/22 financial year Supporting Table SC6 Monthly Budget Statement – transfers and grant receipts – M10 April 2022.

Description	Budget Year 2021/22							
	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
R thousands							%	
RECEIPTS:								
Operating Transfers and Grants								
National Government:	**148,588**	**148,588**	**–**	**112,093**	**112,093**	**–**	**0.0%**	**148,588**
Operational Revenue:General Revenue:Equitable Share	143,774	143,774	–	107,831	107,831	–	0.0%	143,774
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]	1,423	1,423	–	1,423	1,423	–		1,423
Local Government Financial Management Grant [Schedule 5B]	1,720	1,720		1,720	1,720	–	0.0%	1,720
Municipal Infrastructure Grant [Schedule 5B]	1,671	1,671	–	1,119	1,119	–	0.0%	1,671
District Municipality:	**1,964**	**2,888**	**–**	**2,166**	**2,166**	**–**		**2,888**
Enviromental Health Subsidy	**1,964**	**2,888**	**–**	**2,166**	**2,166**	–		**2,888**
Provincial Government:	**2,050**	**2,050**	**–**	**2,050**	**2,050**	**–**		**2,050**
Sport and Recreation	2,050	2,050		2,050	2,050	–		2,050
Other grant providers:		**892**	**–**	**892**	**892**	**–**	**–**	**892**
South Africa Local Government Association (SALGA)		722		722	722			722
Foreign Government and International Organisations		170		170	170			170
Total Operating Transfers and Grants	**152,602**	**154,418**	**–**	**117,201**	**117,201**	**–**	**0.0%**	**154,418**
Capital Transfers and Grants								–
National Government:	**39,542**	**58,005**	**–**	**48,642**	**48,642**	**–**	**0.0%**	**58,005**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]	7,800	7,800	–	7,800	7,800	–	0.0%	7,800
Municipal Disaster Relief Grant		12,500	–	12,500	12,500			12,500
Municipal Infrastructure Grant [Schedule 5B]	31,742	37,705	–	28,342	28,342	–	0.0%	37,705
District Municipality:	**714**	**1,638**	**–**	**475**	**475**	**–**		**1,638**
Fire Services Subsidy	714	1,638		475	475	–		1,638
Other grant providers:		**39,263**	**–**	**–**	**–**			**39,263**
Transfer from Operational Revenue		39,263						39,263
Total Capital Transfers and Grants	**40,256**	**98,906**	**–**	**49,117**	**49,117**	**–**	**0.0%**	**98,906**
TOTAL RECEIPTS OF TRANSFERS & GRANTS	**192,858**	**253,324**	**–**	**166,318**	**166,318**	**–**	**0.0%**	**253,324**

Below is an analysis of the spending associated with the grants as at 30 April 2022:

Supporting Table SC7 Monthly Budget Statement – transfers and grants expenditure – M10 April 2022.

Description	Budget Year 2021/22							
	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
R thousands							%	
EXPENDITURE								
Operating expenditure of Transfers and Grants								
National Government:	148,588	148,588	253	113,918	110,639	3,279	3.0%	148,588
Operational Revenue:General Revenue:Equitable Share	143,774	143,774	–	107,831	107,831	–	0.0%	143,774
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]	1,423	1,423	145	1,263	830	433	52.1%	1,423
Local Government Financial Management Grant [Schedule 5B]	1,720	1,720	55	954	1,003	(49)	-4.9%	1,720
Municipal Infrastructure Grant [Schedule 5B]	1,671	1,671	52	3,870	975	2,896	297.1%	1,671
District Municipality:	1,964	2,888	–	2,166	2,166	–		2,888
Enviromental Health Subsidy	1,964	2,888		2,166	2,166	–		2,888
Provincial Government:	2,050	2,050	–	2,050	2,050	–		2,050
Sport and Recreation	2,050	2,050		2,050	2,050	–		2,050
Other grant providers:		892	–	892	892			892
South Africa Local Government Association (SALGA)		722		722	722			722
Foreign Government and International Organisations		170		170	170			170
Total operating expenditure of Transfers and Grants:	152,602	154,418	253	119,026	115,747	3,279	2.8%	154,418
Capital expenditure of Transfers and Grants								–
National Government:	39,542	58,005	3,238	22,971	26,545	(3,574)	-13.5%	58,005
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]	7,800	7,800	270	6,572	4,550	2,022	44.4%	7,800
Municipal Disaster Relief Grant		12,500	–	–	–			12,500
Municipal Infrastructure Grant [Schedule 5B]	31,742	37,705	2,968	16,398	21,995	(5,596)		37,705
District Municipality:	714	1,638	–	1,299	1,299	–		1,638
Fire Services Subsidy	714	1,638		1,299	1,299	–		1,638
Other grant providers:		39,263	1,248	13,029	13,029			39,263
Transfer from Operational Revenue		39,263	1,248	13,029	13,029			39,263
Total capital expenditure of Transfers and Grants	40,256	98,906	4,486	37,299	40,873	(3,574)	-8.7%	98,906
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS	192,858	253,324	4,739	156,325	156,620	(295)	-0.2%	253,324

Note: The equitable share allocation is utilised to fund indigent household's subsidies granted to qualifying households, with the remainder being used to support the Municipality's operations.

Grants received from National Government.

DORA Operating Grants

Financial Management Grant (FMG)
The purpose of this grant is to promote and support reforms in financial management by building capacity in municipalities to implement the Municipal Finance Management Act (MFMA).

DORA Allocation:	R 1,720,000
Amount of Grant Received:	R 1,720,000
Expenditure to date:	R 953,992
Unspent as at 30 April 2022:	R 766,008

The spending of the grant amounted to 55.46% as at 30 April 2022, compared to the amount of the grant received.

Expanded Public Works Programme (EPWP)
The purpose of this grant is to provide Expanded Public Works Programme (EPWP) incentive funding to expand job creation efforts in specific focus areas, where labour intensive methods can be maximised.

DORA Allocation:	R 1,423,000
Amount of Grant Received:	R 1,423,000
Expenditure to date:	R 1,262,766
Unspent as at 30 April 2022:	R 146,951

The spending of the grant amounted to 88.74% as at 30 April 2022, compared to the amount of the grant received.

DORA Capital Grants

Municipal Infrastructure Grant (MIG)
The purpose of this grant is to provide specific capital finance for eradicating basic municipal infrastructure backlogs.

DORA Allocation:	R 33,413,000
Approved Rollover:	R 5,962,915
Amount of Grant Received:	R 28,341,915
Expenditure to date:	R 20,268,579
Unspent as at 30 April 2022:	R 19,107,335

The spending of the grant amounted to 51.47% as at 30 April 2022, compared to the amount of the grant received.

Integrated National Electrification Programme (INEP)
The purpose of this grant is to implement the Integrated National Electrification Programme (INEP) by providing capital subsidies to municipalities to address the electrification backlog of occupied residential dwellings, and the installation of bulk infrastructure.

DORA Allocation:	R 7,800,000
Amount of Grant Received:	R 7,800,000
Expenditure to date:	R 6,572,463
Unspent as at 30 April 2022:	R 1,227,537

The spending of the grant amounted to 84.26% as at 30 April 2022, compared to the amount of the grant received.

Municipal Disaster Relief Grant (MDRG)
The purpose of the approved funding is to augment the resources of the municipality with regard to the following prioritised area:

a) Development and equipping of 4 boreholes in Humansdorp.

DORA Allocation:	R 12,500,000
Amount of Grant Received:	R 12,500,000
Expenditure to date:	R 5,300,130
Unspent as at 30 April 2022:	R 7,199,870

The spending of the grant amounted to 42.40% as at 30 April 2022, compared to the amount of the grant received.

3. Councillor and employee benefits

Below is an analysis of Councillor and employee benefits:

Table SC8 Monthly Budget Statement – Councillor and staff benefits – M10 April 2022.

Summary of Employee and Councillor remuneration	2019/20	Budget Year 2021/22						
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance
R thousands								%
Councillors (Political Office Bearers plus Other)								
Basic Salaries and Wages	8,637	9,104	9,104	771	7,360	7,587	(227)	-3%
Pension and UIF Contributions	–	–	–	–	–	–	–	
Medical Aid Contributions	–	–	–	58	419	–	419	
Motor Vehicle Allowance	2,879	3,081	3,081	257	2,456	2,568	(111)	-4%
Cellphone Allowance	1,265	1,465	1,465	111	1,093	1,221	(128)	-11%
Housing Allowances	–	–	–	–	–	–	–	
Other benefits and allowances	–	–	–	–	–	–	–	
Sub Total - Councillors	**12,780**	**13,651**	**13,651**	**1,198**	**11,328**	**11,376**	**(48)**	**0%**
Senior Managers of the Municipality								
Basic Salaries and Wages	7,457	6,954	6,423	436	5,077	5,353	(276)	-5%
Pension and UIF Contributions	126	106	107	5	60	89	(29)	-33%
Medical Aid Contributions	38	31	31	2	30	26	5	19%
Overtime	–	–	–	–	–	–	–	
Performance Bonus	612	23	1,211	–	–	1,009	(1,009)	-100%
Motor Vehicle Allowance	640	1,605	1,405	48	670	1,171	(501)	-43%
Cellphone Allowance	10	10	10	1	8	8	(0)	-6%
Housing Allowances	–	–	–	–	–	–	–	
Other benefits and allowances	55	1	1	0	1	1	(0)	-17%
Payments in lieu of leave	440	2,358	4,703	733	3,793	3,919	(126)	-3%
Long service awards	–	–	–	–	–	–	–	
Post-retirement benefit obligations	–	–	–	–	–	–	–	
Sub Total - Senior Managers of Municipality	**9,378**	**11,088**	**13,891**	**1,225**	**9,638**	**11,575**	**(1,937)**	**-17%**
Other Municipal Staff								
Basic Salaries and Wages	187,829	232,525	212,040	16,742	168,545	176,700	(8,155)	-5%
Pension and UIF Contributions	31,918	36,881	35,748	2,605	26,935	29,789	(2,854)	-10%
Medical Aid Contributions	16,812	23,684	21,437	1,380	13,660	17,864	(4,204)	-24%
Overtime	30,580	31,142	23,860	1,883	20,711	19,883	828	4%
Performance Bonus	–	23	43	–	21	36	(15)	-41%
Motor Vehicle Allowance	9,703	9,871	12,290	825	8,317	10,242	(1,924)	-19%
Cellphone Allowance	–	85	93	58	87	77	10	13%
Housing Allowances	900	1,787	1,782	57	664	1,485	(821)	-55%
Other benefits and allowances	26,052	29,863	35,448	1,464	26,324	32,604	(6,280)	-19%
Payments in lieu of leave	3,812	25	767	262	826	639	187	29%
Long service awards	1,287	1,702	1,686	168	772	1,405	(632)	-45%
Post-retirement benefit obligations	17,063	–	18,256	–	–	15,213	(15,213)	-100%
Sub Total - Other Municipal Staff	**325,956**	**367,590**	**363,449**	**25,443**	**266,862**	**305,937**	**(39,074)**	**-13%**
Total Parent Municipality	**348,114**	**392,328**	**390,991**	**27,866**	**287,828**	**328,888**	**(41,059)**	**-12%**
TOTAL SALARY, ALLOWANCES & BENEFITS	**348,114**	**392,328**	**391,191**	**27,907**	**287,952**	**329,054**	**(41,102)**	**-12%**
TOTAL MANAGERS AND STAFF	**335,334**	**378,677**	**377,340**	**26,668**	**276,501**	**317,512**	**(41,011)**	**-13%**

6. Key performance indicators

The table below reflects the key performance indicators as per the 2021/22 Budget and the associated performance to date.

Borrowing Management		**Actuals as at 30 June 2018**	**Actuals as at 30 June 2019**	**Actuals as at 30 June 2020**	**Actuals as at 30 June 2021**	**Approved Adjusted Budget 2021/22**	**Actuals as at 30 April 2022**
Capital Charges to Operating Expenditure	Interest & principal paid/Total Operating Expenditure	1.78%	1.29%	1.22%	1.13%	0.67%	0.79%
Borrowed funding of "own" capital expenditure	Borrowings/Capital expenditure excl. transfers & grants	0%	0%	0%	0%	0%	0%
Debt Servicing Costs to Operating Revenue	Debt Servicing Costs / Total Operating Revenue - Conditional Grants	0.02	0.01	0.01	0.01	0.01	0.01
Liquidity							
Current Ratio	Current assets / current liabilities	0.97	1.58	1.26	1.30	0.93	1.61
Liquidity Ratio	Monetary assets / current liabilities	0.47	0.75	0.61	0.34	0.03	0.84
Revenue Management							
Annual Debtors Collection Rate	Billed Revenue / Receipted Revenue	90.73%	97,62%	95.42%	94.41%	94%	94.19%

Other indicators		Actuals as at 30 June 2018	Actuals as at 30 June 2019	Actuals as at 30 June 2020	Actuals as at 30 June 2021	Approved Adjusted Budget 2020/21	Actuals as at 30 April 2022
Cost coverage	(Cash and cash equivalents - Unspent Conditional Grants - Overdraft) + Short term investment)/monthly fixed operational expenditure excluding (depreciation, amortisation, provision for bad debts, impairment and loss on disposal of assets)	1.73	1.90	1.79	0.65	0.04	1.00
Employee Costs	Employee Costs / Total Operating Expenditure	33.21%	33.39%	32.53%	34.26%	33.91%	33.93%
Capital Expenditure	Capital Expenditure / Capital Budget	72.98%	44.59%	75.33%	71.24%	95%	46.11%
Repairs and Maintenance as % of Total Operating Expenditure	Repairs and Maintenance / Total Operating Expenditure	3.82%	5.63%	6.68%	7.00%	4.57%	4.84%
Repairs and Maintenance as % of PPE (Book Value)	Repairs and Maintenance / Net PPE	1.41%	2.29%	2.90%	3.33%	2.48%	1.78%
Own Revenue Sources / Total Operating Revenue (Including operating grants)	Own Revenue Sources / Total Operating Revenue (Including Conditional Grants)	80.22%	75.36%	71.88%	77.11%	84.13%	81.98%

The above table is discussed in detail below.

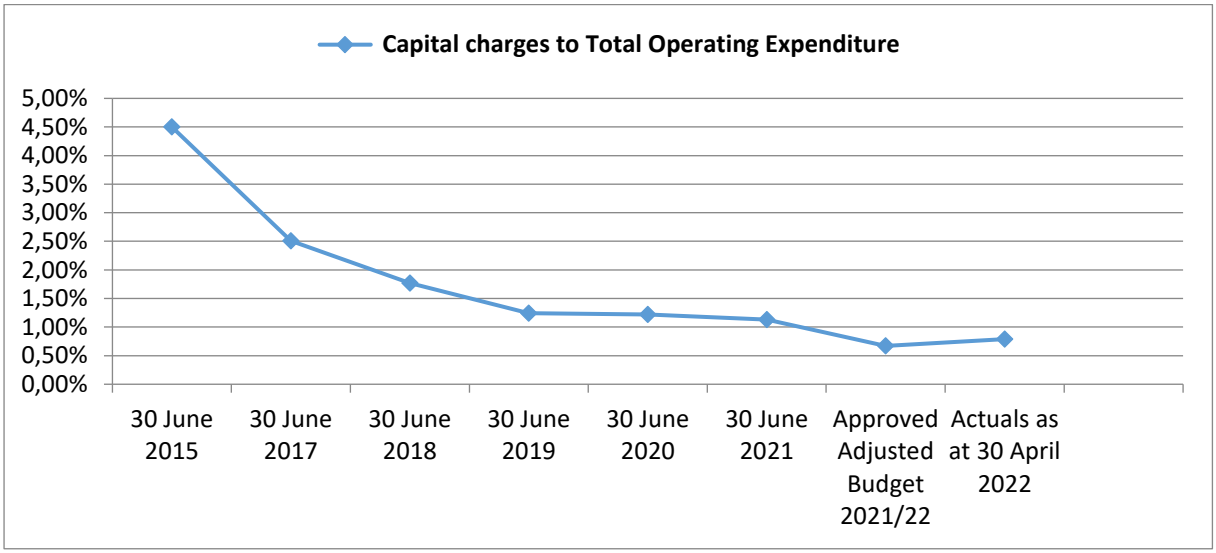
3.1. Borrowing Management

3.1.1. Capital charges to Operating Expenditure.

The Ratio indicates the cost required to service the borrowing. It assesses the Borrowing or Payment obligation expressed as percentage of Total Operating Expenditure.

Capital charges/Total Operating Expenditure to date

The ratio indicates that 0.79% of the Total Operating Expenditure was utilised for capital charges as at 30 April 2022, compared to the approved adjusted budget ratio of 0.67%.



3.1.2. Borrowed funding of capital expenditure.

This ratio indicates the proportion of borrowed funding to actual capital expenditure to date (excluding transfers and grants). The ratio also indicates the extent of capital expenditure being financed from borrowed funding compared to own and other funding sources, excluding transfers and grant funded expenditure.

The ratio is determined as follows:

Capital expenditure funded from Borrowings/Total Capital Expenditure to date (excluding transfers and grants)

The ratio is 0% as no capital expenditure was funded from borrowings, which is in line with the budgeted target as per the 2021/22 Operating Budge

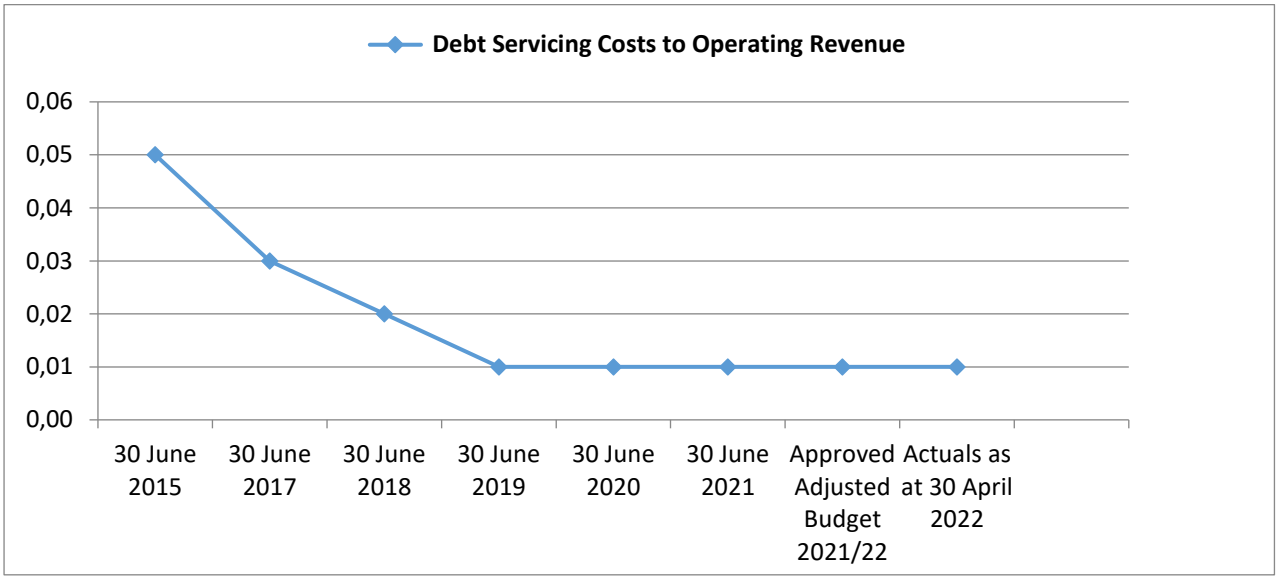
3.1.3. Debt Servicing Costs to Operating Revenue Ratio

This ratio indicates the proportion of debt servicing costs (interest and principal paid on borrowing) to actual operating revenue to date.

The ratio is determined as follows:

Debt Servicing Costs/Operating Revenue

As at 30 April 2022, the ratio was 0.01:1, compared to the approved adjusted budget ratio of 0.01:1.



3.2. Liquidity

3.2.1. Current ratio

The Ratio assesses the Municipality's ability to meet its Short-term Liabilities (Debt and Payables) with its Short-term Assets (Cash, Inventory, Receivables etc.).

The ratio is determined as follows:

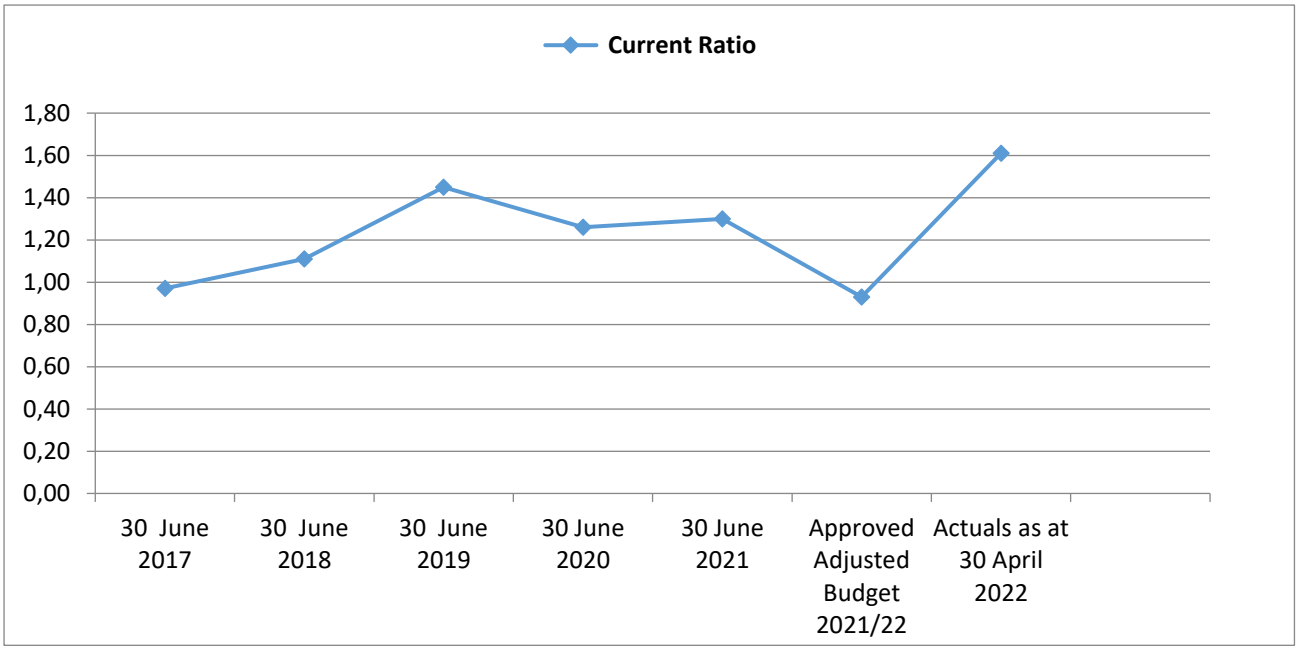
Current assets/Current liabilities

The ratio as at 30 April 2022 was 1.61:1, compared to the approved adjusted budget ratio of 0.93:1.

In terms of the MFMA Circular No. 71, the norm is 1.5:1 to 2:1

The higher the current Ratio, the stronger the Municipality's financial capacity to meet its current obligations.

A ratio of below 1:1 would suggest that the Municipality would be unable to meet all of its current obligations as and when they fall due.



3.2.2. Liquidity Ratio

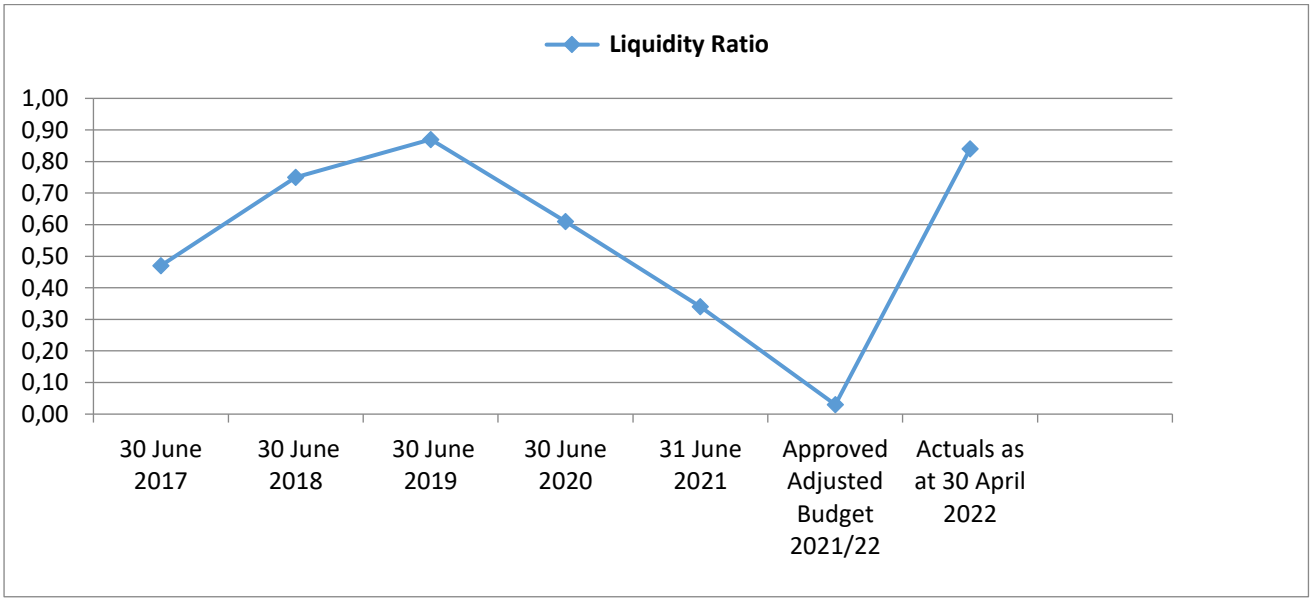
The liquidity ratio assesses a Municipality's ability to meet its short-term commitments from Monetary Assets.

The ratio is determined as follows:

Monetary assets/Current liabilities

A favourable ratio would ensure that the Municipality is able to settle its short-term commitments from monetary assets. The liquidity ratio as at 30 April 2022 was 0.84:1, compared to the approved adjusted budget ratio of 0.03:1.

The liquidity ratio is of the utmost importance to measure the financial liquidity and sustainability of the municipality.



3.3. Revenue Management

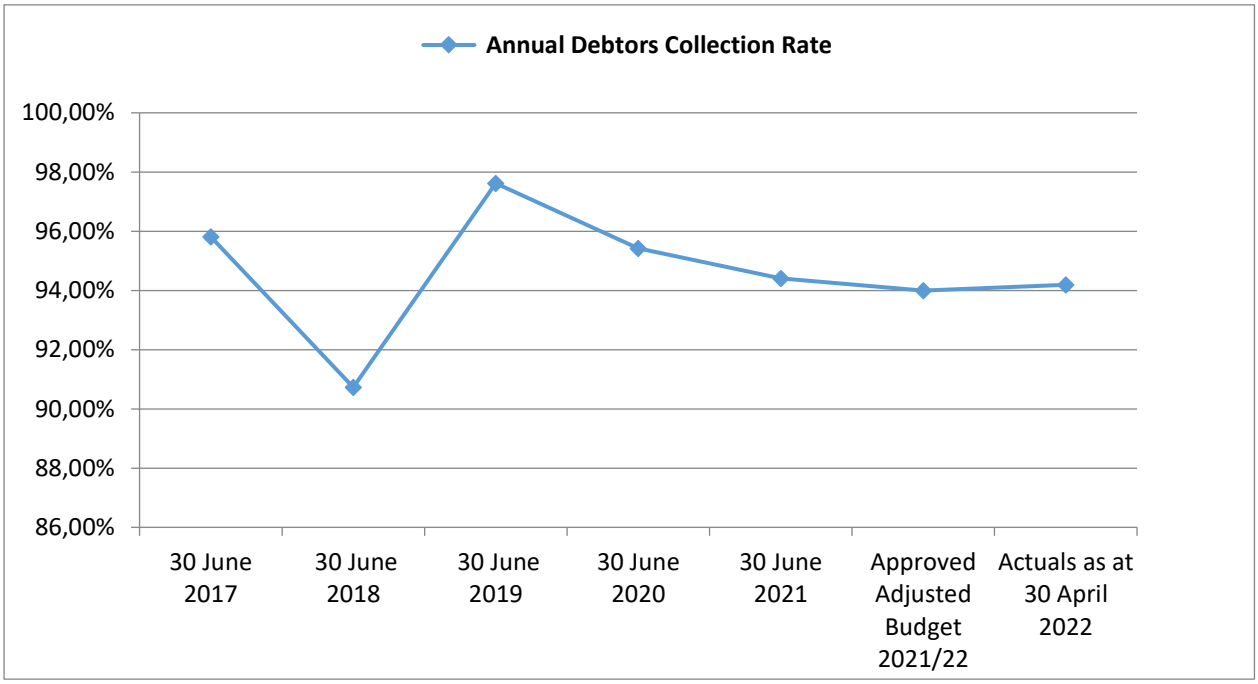
3.3.1. Annual Debtors Collection Rate

This ratio assesses the actual cash collected, compared to the monetary value of the municipal accounts rendered for municipal rates and services.

The ratio to determine the percentage collection rate is as follows:

Gross Debtors Opening Balance + Billed Revenue – Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100

The average collection rate as at 30 April 2022 was 94.19%, compared to the approved adjusted budget collection rate of 94%. The actual collection rate for April is 98%.



3.4. Other indicators

3.4.1. Cost coverage

The Ratio indicates the Municipality's ability to meet at least its monthly fixed operating commitments from cash and short-term investments, without collecting any additional revenue, during that particular month.

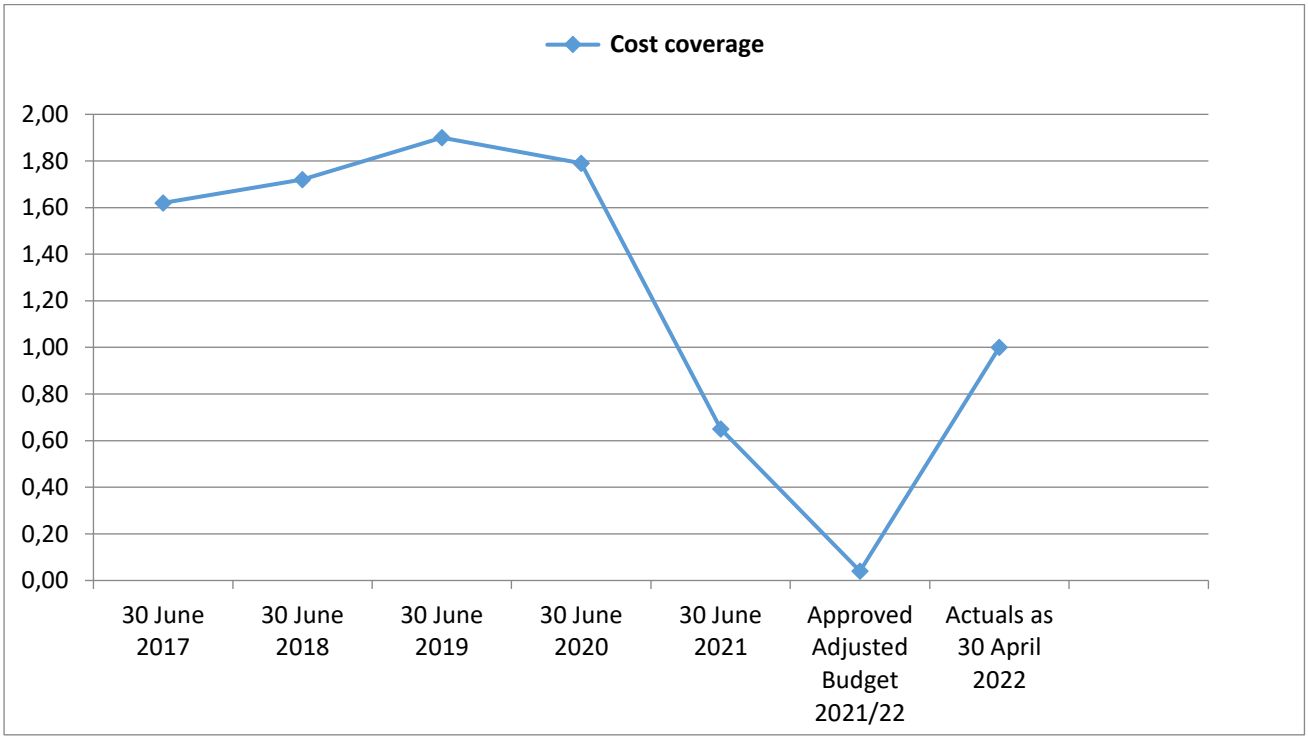
The Ratio is adjusted for Unspent Conditional Grants as the cash is not available for normal day-to-day operational expenditure, but rather reserved for Grant related expenditure.

The ratio is determined as follows:

Cash and cash equivalents – unspent conditional grants – overdraft + short-term investments/ monthly fixed operational expenditure excluding (depreciation, amortisation, provisions for bad debts, impairment and loss on the disposal of assets)

As at 30 April 2022, the Ratio was 1.00 months, compared to the approved adjusted budget ratio of 0.04 months.

In terms of MFMA Circular No. 71, the norm is 1 month to 3 months.



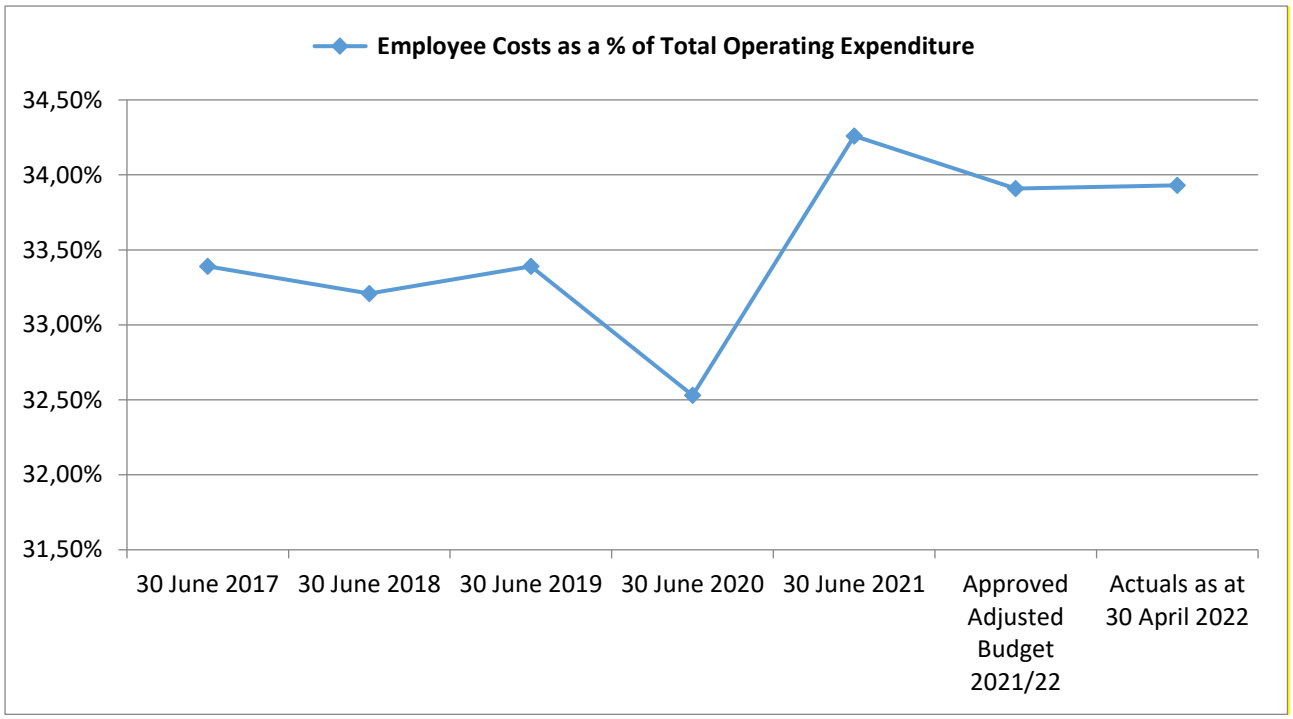
3.4.2. Employee costs as a % of Total Operating Expenditure

This ratio assesses the extent to which the Municipality's Total Operating Expenditure is consumed by costs associated with the employment of human resources.

The ratio is determined as follows:

Employee Costs to date/Total Operating Expenditure to Date

As at 30 April 2022, Employee Related Costs constituted 33.93% of the Total Operating Expenditure compared to the approved adjusted budget ratio 33.91%.



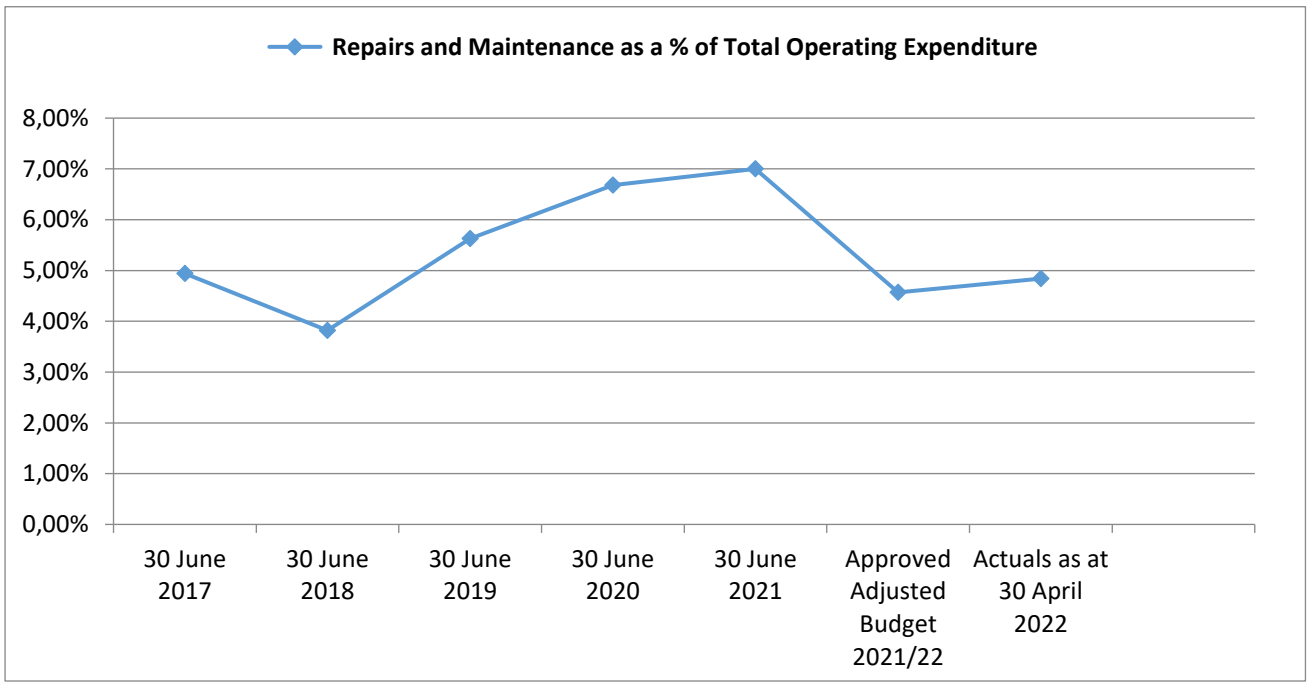
3.4.3. Repairs and Maintenance as a % of Total Operating Expenditure

This ratio assesses the extent to which the Municipality's Total Operating Expenditure is consumed by costs associated with the repairs and maintenance of its assets.

The ratio is determined as follows:

Repairs and maintenance expenditure to date / Total Operating Expenditure to date

As at 30 April 2022, the ratio was 4.84%, compared to the approved adjusted budget ratio of 4.57%.



3.4.4. Repairs and Maintenance as a % of the book value of Property, Plant and Equipment (PPE)

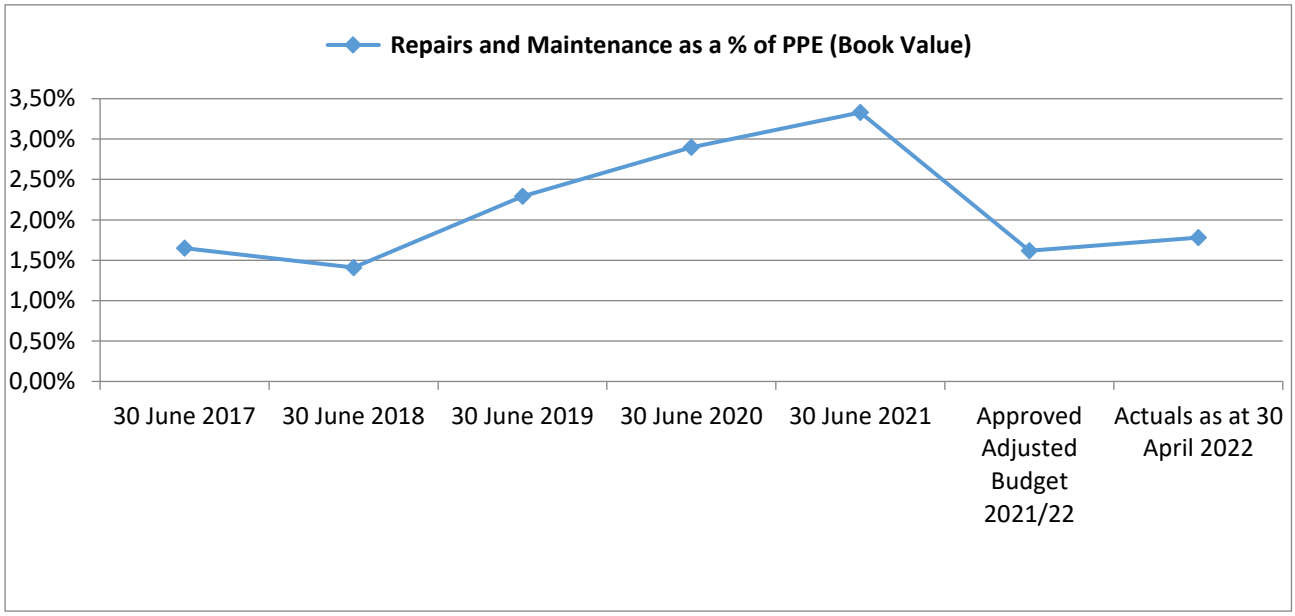
The Ratio measures the level of repairs and maintenance to ensure adequate maintenance to minimise breakdowns and interruptions in service delivery.

The ratio is determined as follows:

Repairs and maintenance expenditure to date / Book value of PPE to date

As at 30 April 2022, repairs and maintenance expenditure constituted 1.78% of the book value of PPE, compared to the approved adjusted budget ratio of 2.48%.

In terms of the MFMA Circular No.71, the norm is 8%.



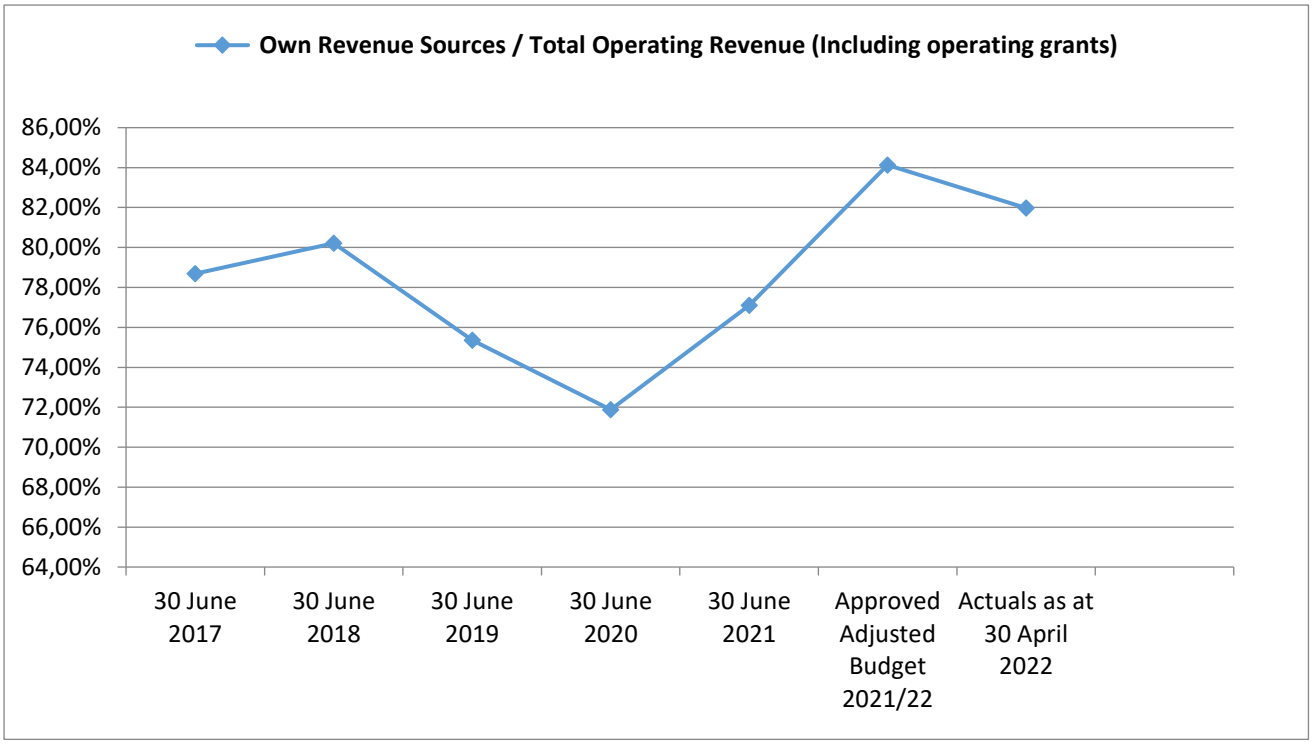
3.4.5. Own Revenue Generation

This ratio measures the extent to which the Municipality has control over its revenue sources, i.e. what percentage of its revenue is generated locally. The higher the ratio, the less reliant a Municipality is on Provincial and National Government to support its operations.

The ratio is determined as follows:

Own Revenue Sources / Total Operating Income (includes operating grants)

As at 30 April 2022, the Municipality's own revenue sources constituted 81.98% of its total Operating Income, compared to the approved adjusted budget ratio of 84.13%.



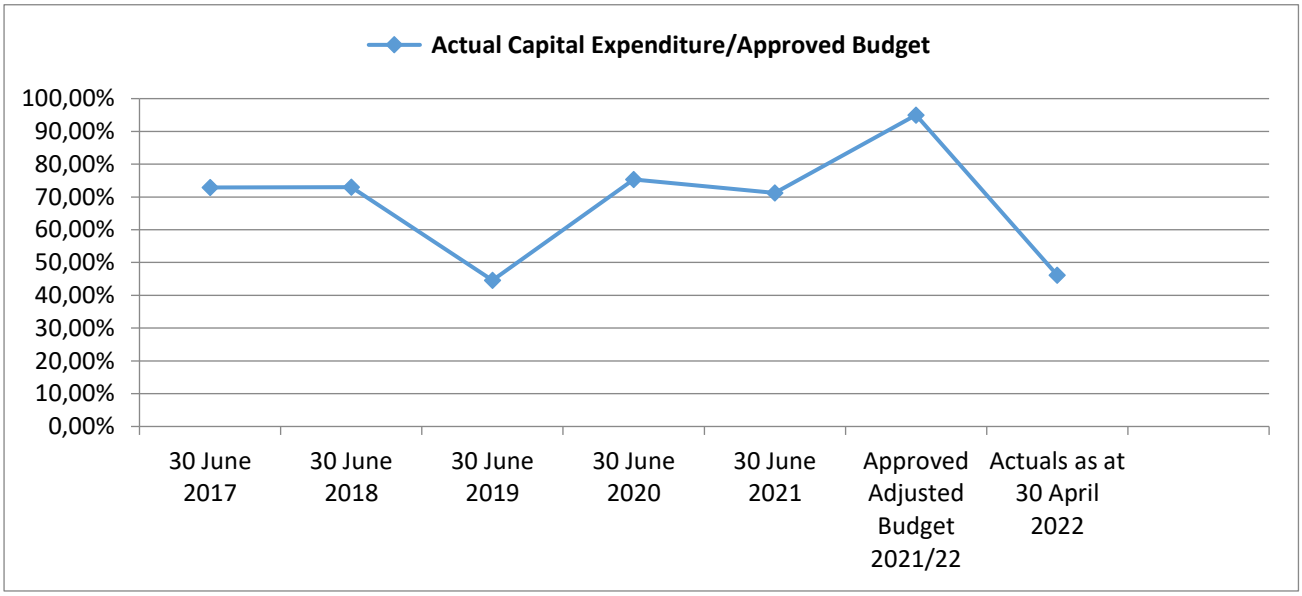
3.4.6. Capital Budget Spending

This ratio assesses the level of actual capital spending, compared to the budgeted capital expenditure.

The ratio is determined as follows:

Actual Capital spending / Approved Capital Budget

The actual spending as at the end of April 2022 amounted to 46.11% compared to the approved adjusted budget ratio of 95%.



REPORTS BY THE PORTFOLIO CHAIRPERSON: CORPORATE SERVICES

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

CORPORATE SERVICES

DATE: 31 MAY 2022 **ITEM NO: 22/05/CORP1**

APPOINTMENT OF NEW MEMBERS: BAD DEBT COMMITTEE

1. Introduction

According to the Municipal Structures Act (1998) Part 5 (Section 79),

1. A Municipal Council may

(a) establish one of more committees necessary for the effective and efficient performance of any of its functions, or the exercise of any of its powers;
(b) appoint the members of such a committee from among its members and
(c) dissolve a committee any time.

2. The Municipal Council :-

(a) must determine the functions of the committee;
(b) may delegate duties and powers to it in term of section 32:
(c) must appoint a chairperson;
(d) may authorize a committee to co-opt advisory members who are not members of the council within the limits determined by the council;
(e) may remove a member of a committee at any time; and
(f) may determine a committees procedures.

Section 96 of the Local Government Municipal Systems Act 32 of 2000 also provides that a municipality must collect all money that is due and payable to it, subject to the provisions of that Act and other applicable legislation.

2. Discussion

On 27 March 2017, Council Resolved:

i) That the following ad-hoc Committees be established for the Kouga Council:

• Bad Debts Committee:

Councillor B. Williams
Councillor L. Vorster
Councillor P. Nkwalase

Since the establishment of the committee in March 2017, 2 of the 3 Councillors who served on the committee, are no longer a part of the Kouga Council. In addition Cllr Ald B Williams who used be serve as the Chairperson of the Committee in his capacity as MMC for Finance, is no longer the MMC for finance, but rather holds the position of Speaker of Council.

In view of the above, the election of new members to the Bad Debts committee has become necessary.

Council is therefore requested to appoint new members to serve on the Bad Debt Committee.

In terms of the policy on Provision for Doubtful Debt and Write Off of Irrecoverable Debt, Section 7,

7.1 Council will establish and appoint a Committee to monitor the implementation of this Policy.

7.2 The Committee will consist of the following members:-

7.2.1. The Municipal Manager (Chairperson) or delegated authority.

7.2.2. Chief Financial Officer (Alternative Chairperson).

7.2.3. Chairperson of the Finance Committee.

7.2.4. A member of each Political Party.

7.2.5. One member of the Finance Committee to be nominated by the Finance Committee.

3. Comments

3.1 Director: Corporate Services

The recommendations are supported.

3.2 Chief Financial Officer

The recommendations are supported.

3.3 Municipal Manager

The recommendations are supported.

4. Recommendation

4.1 That the following members be appointed to serve on the Bad Debt Committee:

- Chairperson: Cllr W Gertenbach (MMC Finance)
- 1 member of the Finance Portfolio Committee

- A member of each political party
- Municipal Manager (Official)
- Chief Financial Officer (Official)
- Manager: Revenue (Official)
- Manager: Legal

4.2 That the Finance Portfolio Committee nominate 1 member to serve on the Bad Debt Committee.

4.3 That each political party nominate 1 Councillor to serve as a member off the committee.

4.4 That the committee review the policy as and when needed.

Item prepared by: The Director: Corporate Services 

Item approved by: The Municipal Manager 

REPORTS BY THE PORTFOLIO CHAIRPERSON: INFRASTRUCTURE AND ENGINEERING

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

INFRASTRUCTURE & ENGINEERING

DATE: 31 MAY 2022 **ITEM NO: 22/05/I&E1**

RE: REALLOCATION OF FUNDS BETWEEN INTERNAL FUNDED CAPITAL PROJECTS

1. Introduction

The purpose of this report is to seek approval of reallocation of the internal funds earmarked for the new bypass Sewer Rising Main and Pump Station to Duineweg Extension.

2. Background

The new bypass Sewer Rising Main and Pump Station project is currently in the design Phase. Considering the cashflow projection till the end of June 2022 the project will not spend an amount of approximately R 300 000.00 (Incl. VAT) in the current Financial Year allocation 2021/22.

The Duineweg Extension was not budgeted for on the 2021/22 Financial Year, however the Town Planning and Environmental works was required for the project, and the works was executed by JG Afrika as indicated on their claim for the following items:

Item 2.1 – Town Planning
Item 2.3.5 – Additional Enviro Study: Agricultural Assessment
Item 2.5 - Geotechnical
Item 3.1.1 – Travelling -Pre-Construction stage
Item 3.3.1 Prints and Plots
Item 3.3 – Miscellaneous

The total of the above items is R 123 407.21 (Incl. VAT)

3. Discussion

Due to savings being available on the capital budget for the new bypass Sewer Rising Main and Pump Station on the current internal funding it is recommended that the funds to the value of R 123 407.21(Incl. VAT) be transferred to Duineweg Extension project.

4. Comment by Directorate

The recommendation is supported

5. Financial Implications

None

6. Legal implications

None

7. Recommendation

7.1 That an amount of R 123 407.21 (Incl. Vat) from the New bypass Sewer Rising Main and Pump Station (Ukey: 20200711023341) be reallocated to the Duine-Weg Extension project (Ukey: to be created)

Item prepared by: Area Engineer

Item approved by: Acting Director I & E:

Item noted by the Portfolio Councillor:

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

INFRASTRUCTURE & ENGINEERING

DATE: 31 MAY 2022 **ITEM NO: 22/05/I&E2**

RE: PROGRESS ON GRANT FUNDING (MIG, WSIG, EPWP and MDRG) AS AT MAY 2022

1. Purpose

The purpose of this report is to inform Council of progress on the Grant Funding Programmes that were approved by Council during the 2021/2022 budget.

2. Background

As per the Division of Revenue Act of 2020 (DoRA) the following amounts were allocated to the municipality for the 2021/2022 financial year.

Grant	Amount VAT included	Amount Transferred to date	Expenditure/ Value created VAT included as at end 16 May 2021	Expenditure %
Municipal Infrastructure Grant (MIG)- 2020/21Roll over amount	R5 962 915,00	R5 962 915,00	R4 425 481,41	74%
Municipal Infrastructure Grant (MIG) - 2021/2022 Allocation	R33 413 000,00	R33 413 000,00	R25 438 884,54	76%
TOTAL FOR MIG	R39 375 915,00	R39 375 915,00	R29 864 365,95	76%
Expanded Public Works Programme (EPWP)	R1 423 000,00	R1 423 000,00	R1 276 049,00	90%
Municipal Disaster Relief Grant (MDRG)	R12 500 000,00	R12 500 000,00	R5 246 234,24	42%
Water Services Infrastructure Grant (WSIG)	R0.00	R0.00	R0.00	0%
TOTAL FOR OTHER GRANTS	R13 923 000,00	R13 923 000,00	R6 522 283,24	47%
GRAND TOTAL	**R53 298 915,00**	**R53 298 915,00**	**R36 386 649,19**	**68%**

3. Discussion

The total MIG allocation earmarked for 2021/2022 is R 33,413,000.00(incl VAT) and the 2020/21 Rollover amount of R 5,962,915.00, totalling R 39,375,915.00(Incl VAT)

Status of the challenged projects highlighted in the previous report are as follows:

3.1 Upgrade of Sea Vista Sports Facility.

The completion of the Sea Vista Sports Facility is in construction stage and is monitored closely to ensure that they meet the agreed completion period, i.e., end June 2022.

3.2 Upgrade Hankey Fresh Food Market

The contractor submitted the letter of termination on the 28th of February 2022 and letter of de- establishment on the 14th March 2022. I&E informed the Legal Department that the contractor is abandoning the contract through the disguise of termination. We have recommended that the Legal Department provide a letter of termination to the contractor.

Legal Department issued notice to the Consultant (Raj Maharajh Architects) to advise the Contractor to return to site by 17 May 2022 as the Contractor's notice deemed not to be contractual correct. Since the due date of 17 May 2022 has lapsed, we will be instructing the Consultant to terminate the Contract.

In lieu of the contractor not returning to site, I&E is in the process to install a perimeter fence to secure the site of potential vandalism and theft until the works is complete.

I&E is in consultation with Corporate Service's facility management team to complete the works internally.

Outcomes of the process to be reported in the next Council meeting.

3.4 MIG PROJECTS - 2020/21Roll over amount project

Project	Budget Including VAT	Expenditure Including VAT	Available Including VAT	Expenditure %	Comments
Upgrade Old Hankey Sanitation system	R 2,431,458.00	R 2,431,458.00	R 0.00	100%	Phase 1and Rising main work under construction. Please note that the contractor commenced in 20/21 FY, hence the progress is more vs budget spent in 21/22 FY.
Hankey Mini Fresh Food Market	R 838,000.00	R 484,706.89	R 353,355.11	58%	In process of terminating the contract.
Upgrading of Sea Vista Sports Field	R2,693,400.00	R1,509,321.52	R1,184,078.48	52%	The project is in construction phase and progressing well.
TOTAL	**R 5,962,915.00**	**R 4,425,481.41**	**R 1,537,433.59**	**74%**	

3.5 MIG Projects - 2021/2022 allocation

Project	Budget Including VAT	Expenditure Including VAT	Available Including VAT	%	Comments
Upgrade Old Hankey Sanitation system	R14,797,500.00	R10,141,217.31	R4,656,248.69	69%	Same comments as per rollover comments. I&E received an interim payment certificate of R2, 397,027.6 (Incl. Vat), if this is certified correct and added to the current expenditure the total expenditure will be 83%. works is

					monitored very closely to ensure completion of works by end June 2022.
Upgrade Gravel Roads	R16,370,500.00	R13,849,474.45	R2,521,025.55	85%	Project under construction progress for current financial year is 85%. KLM has started deducting the advance payment on this contract. The value of the advance payment was R 4,000,000.00 and the amount deducted to date is R3,000,000.00 i.e., 75%. Balance is R1,000,000.00.
Upgrading of Loerie Sports Facility	R575,000.00	R0	R575,000.00	0%	Contract was awarded on the 18th of March 2022. PSP have start with the designs for the project. I&E received interim fee account of R136,654.50 if it is added total expenditure will be 24 %
PMU Administration: Cost	R1,670,000.00	R1,448,192.78	R 221,807.22	87%	Expenditure in-line with plan.
Total	**R 33,413,000.00**	**R 25,438,884.54**	**R7,974,115.46**	**76%**	

3.6 EPWP

Project	Budget Including VAT	Expenditure Including VAT	Available Including VAT	%	Comments
EPWP Projects	R 1,423,000.00	R1 276 049,00	R 146 951.00	90%	Ongoing

3.7 MDRG

Project	Budget Including VAT	Expenditure Including VAT	Available Including VAT	%	Comments
Humansdorp Groundwater Supply	R 12 500 000.00	R5 246 234,24	R7 253 765,76	42%	The project is under construction. Current challenge being experienced is Jack and Bore operation required to cross the N2. We currently seeking the approval from SANRAL for temporal crossing utilising an existing Culvert. Designs to connect the Kruisfontein Borehole is complete, currently preparing deviation to appoint contractor.

3.8 WSIG

Project	Budget Including VAT	Expenditure Including VAT	Available Including VAT	%	Comments
NA	NA	NA	NA	NA	No allocation for this Financial Year

4. Comment: Acting Director: I&E

I&E is closely monitoring all the projects, endeavouring to spend 2021/22 allocation and rollover allocation.

5. Financial Implications

National Treasury guidelines will be followed and application for roll over of MIG funds will be made and submitted to National Treasury for consideration.

6. Legal implications

Hankey Mini market projects have been submitted to Legal for opinion

7. Recommended:

7.1 That the progress report be accepted.

7.2 That advance payments be recovered as soon as possible.

7.3 That I&E monitor both the Upgrading of Hankey Sanitation and the Upgrading of Gravel Roads Projects closely to ensure the 2021/22 targets are met.

Item prepared by: PMU Technician: 

Item reviewed by: Acting: Director I & E 

Item noted by: Portfolio Councillor 

KOUGA MUNICIPALITY (EC 108)

ORDINARY COUNCIL MEETING

INFRASTRUCTURE & ENGINEERING

DATE: 31 MAY 2022 **ITEM NO: 22/05/I&E3**

RE-ALLOCATION OF FUNDS FOR EMERGENCY WATER PROVISION FOR DAY ZERO

1. Introduction

The purpose of this item is to solicit authorisation from Council for an adjustment to own capital funded projects on the approved 2021/2022 capital budget by re-allocation of funds between Infrastructure capital projects.

2. Background

The Infrastructure and Engineering Directorate seeks authorization to reallocate funds from the Ward Councillors Vote to the Infrastructure and Engineering Water Vote, for the provision for Day Zero. R450 000 has been identified in the former Vote which can be reallocated for this purpose.

3. Financial implications

It is requested that the following projects amounts be adjusted as follows:

Project Name	**2021/2022 Approved Budget (Excl. VAT)**	**2021/2022 Proposed Adjustments (Excl. VAT)**	**Increase**	**Decrease**
Operational costs: Ward Councillors Capital project: **Ukey: 20201002061447**	R 750,000.00	R300,000.00		R450,000.00
Operational costs: Water Tanks Humansdorp-Drought Relief **Ukey: 20220303054961**	R 1,293,296.00	R 1,743,296.00	R450,000.00	

4. Legal implications

None

5. Recommendation

5.1 That Council, by resolution taken by the majority of its full number, and in terms of Section 30(2) of the Local Government: Municipal Structures Act No. 117 of 1998 (as amended), read in conjunction with Section 28 of the Local Government: Finance Management Act, Act 56 of 2003, approves the following proposed amendments to the 2021/2022 Operational Budget:

Project Name	**2021/2022 Approved Budget (Excl. VAT)**	**2021/2022 Proposed Adjustments (Excl. VAT)**	**Increase**	**Decrease**
Operational costs: Ward Councillors Capital project: **Ukey:** **20201002061447**	R 750,000.00	R300,000.00		R450,000.00
Operational costs: Water Tanks Humansdorp-Drought Relief **Ukey:** **20220303054961**	R 1,293,296.00	R 1,743,296.00	R450,000.00	

Item prepared by Engineering Intern: 

Item approved by the Acting Director I & E: 

Item noted by the Portfolio Councillor: 

KOUGA MUNICIPALITY (EC108)

ORDINARY COUNCIL MEETING

INFRASTRUCTURE & ENGINEERING

DATE: 31 MAY 2022 **ITEM NO: 22/05/I&E4**

RE: REALLOCATION OF FUNDS BETWEEN DIRECTORATES

1. Introduction

The purpose of this report is to seek approval for reallocation of the internal funds earmarked for executive council achievements and awards to the sewage department, pressure jetting, and suction services.

2. Background

Infrastructure and Engineering Directorate has insufficient funds in order to make payment for pressure jetting and suction services.
High Pressure Jetting trucks – Kouga LM does not at present have jetting trucks in their fleet.
Combination/Supersucker – Kouga LM does not at present have Combination/ Supersuckers in their fleet.
These trucks are required to assist with Sewer Plants, Pumpstations, main sewer line blockages and maintenance.

Savings had been identified under the Executive and Council directorate which is to be reallocated to the pressure jetting and suction services.

3. Financial Implications

Project Name	**2021/2022 Approved Budget (Excl. VAT)**	**Actual Expenditure**	**Available Balance**	**2021/2022 Proposed Adjustments**	**Total Adjusted Budget**
Operational costs: Achievements and awards UKEY: 20200711024524	R 750,000.00	R 210,346.36	R 539,653.64	-R 539,653.64	R 210,346.36
Operational costs: Hire charges UKEY: 20170702073289	R 6,750,000.00	R 6,697,272.37	R 52727.63	R 539,653.64	R 7,289,653.64

4. Legal implications

None

5. Recommendation

5.1 That Council, by resolution taken by the majority of its full number, and in terms of Section 30(2) of the Local Government: Municipal Structures Act No. 117 of 1998 (as amended), read in conjunction with Section 28 of the Local Government: Finance Management Act, Act 56 of 2003, approves the following proposed amendments to the 2021/2022 Operational Budget:

Project Name	**2021/2022 Approved Budget (Excl. VAT)**	**2021/2022 Proposed Adjustments (Excl. VAT)**	**Increase**	**Decrease**
Operational costs: Achievements and awards UKEY: 20200711024524	R 750,000.00	R 210,346.36		R 539,653.64
Operational costs: Hire charges UKEY 20170702073289	R 6,750,000.00	R 7,289,653.64	R 539,653.64	
			R 539,653.64	R 539,653.64

Item prepared by: L September

Item approved by: Acting Director I & E:

Item noted by the Portfolio Councillor:

REPORTS BY THE PORTFOLIO CHAIRPERSON: PLANNING AND DEVELOPMENT

KOUGA MUNICIPALITY (EC 108)

ORDINARY COUNCIL MEETING

PLANNING, DEVELOPMENT AND TOURISM

DATE: 31 MAY 2022 **ITEM NO: 22/05/PDT1**

RE: SUBDIVISION, CONSOLIDATION AND REZONING OF PORTION 8&13 OF THE FARM DIEPRIVIER 689, HUMANSDORP

1. Purpose

The purpose of this item is to request Council's endorsement of the proposed for the rezoning and subdivision of portion 8 &13 of the farm Dieprivier 689, Humansdorp for purposes of a planned allocation of serviced plot& plan .

2. Background

Council concluded and approved the final offer to purchase farm portion 8&13 of the farm Dieprivier 689, Humansdorp as per resolution below.

19/06/PD2 OFFER TO PURCHASE FARM 689, PORTION 8&13 OF THE FARM DIEPRIVIER 689, HUMANSDORP

Resolved (11 June 2019)

1. *Council considers and approve the final offer to purchase farm 689, portion 8&13 in ward 6, for the amount of R 2 950 000.00 (Two Million Nine and Fifty Hundred Thousand Rand*

2. *Council notes the omission of portion 13 as stated section 4 of the report and approve the offer to purchase portion 13 at the additional amount of R 350 000.00, and*

3. That Council amend the resolution taken on 16 April 2019under section 5 (b) above by including portion 38 in accordance to the valuation report submitted with the item, amounting to R 570 000.00 for portion 98 and 38, Farm No. 436.

4. Council considers and approve the final offer to purchase Loerie River Dieprivier, Farm No. 436, portion 38 &98 at the amount R 570 000.00 (Five Hundred and Seventy Thousand Rand) as per independent valuation

5. That Council considers the second valuation report (as circulated separately) in respect of farm 689 portion 13&8 and resolve on the final offer to purchase.

On 10 December 2021 Ilizwe Town and Regional Planners were appointed by Kouga Local Municipality to prepare and submit an application for the consolidation, subdivision and rezoning of portions 8&13 of Farm 689, Humansdorp in terms of the Planning and Land Use Management Act 16 of 2013, with a view to gaining approval thereof.

The main focus being the consolidation, subdivision and rezoning of Portions 8 &13 of Farm 689, Humansdorp for the purpose of obtaining rights to permit a mixed-use residential settlement inclusive of business, residential and communal sites for a planned Residential development.

The total estimated plot and plan residential yield is 375 free stand sites (Res. Zone 1), 1 Sectional tittle Sites (Res.Zone3) opportunities with 2 business sites, 2 creche sites, 2 place of worship sites, and 3 public open spaces.

Below is extract of proposed plot and plan layout plan



TABLE				
USE	NO. OF SITES	NOTATION	AREA	%
DWELLING UNIT	375	RESIDENTIAL ZONE1	±7,728 ha	45,08
HIGH DENSITY RES.	1	RESIDENTIAL ZONE 3	±0,758 ha	4,42
BUSINESS	2	BUSINESS ZONE 1	±0,183 ha	1,07
CRECHE	2	COMMUNITY ZONE	±0,344 ha	2,01
PLACE OF WORSHIP	2	COMMUNITY ZONE	±0,127 ha	0,74
PUMP STATION	1	AUTHORITY ZONE	±0,038 ha	0,22
PUBLIC OPEN SPACE	3	OPEN SPACE ZONE 1	±4,757 ha	27,75
ROAD	1	TRANSPORT ZONE 2	±3,206 ha	18,70
TOTAL	387		±17,140 ha	100

3D MODEL OF CONCEPTUAL DEVELOPMENT



3. Motivation

The proposed layout will ensure that there are over 500 human settlements opportunities for the community. In the forefront, the Municipality will be able to relocate the community near the sewer treatment works. The community in this are needs to be urgently relocated as the close proximity to the wastewater treatment works poses a risk and to this extent, there was a child drowning incident in the recent past. This also poses a liability risk for the Municipality.

Based on the research and report findings, it is submitted that this application for the consolidation, subdivision and rezoning and of Farms 8/689 & 13/689, Humansdorp, is desirable and has merit.

The application consists of the following:

1. **Consolidation** of Portion 8 of Farm 689 Humansdorp and Portion 13 of Farm 689 Humansdorp;
2. **Subdivision** of the consolidated site into 387 portions;
3. **Rezoning** of the subdivided portions into Residential Zone 1, Residential Zone 3, Business Zone 1, Community Zone, Authority Zone, Open Space Zone 1 & Transport Zone 2 as per the land use table;
4. **Servitude** of 2m wide for a sewer pipeline over portions 49-89 & 386 in favour of Kouga Municipality; &

5. **Servitude** of 18m wide for an overhead powerline over portions 385 & 386 in favour of Eskom.

Key motivation Points:

- ✓ Assist with land use efficiency;
- ✓ Optimise the use of existing resources including such resources relating to roads, transportation and social facilities;
- ✓ Not negatively impact the environment;
- ✓ Assist in meeting the current demand for housing in the Humansdorp area;
- ✓ Create employment opportunities during the construction & maintenance of such a development;
- ✓ Will result in an increase in the rates and taxes for the KLM by the additional services sold and creation of a new erven;
- ✓ Compact and infill development is promoted as per KLM policy; &
- ✓ That the objectives of the Kouga Local Municipality Spatial Development Framework are adhered to and enhanced.

In conclusion, the proposed consolidation, subdivision & rezoning of Farms 8/689 & 13/689, Humansdorp will result in a positive and sustainable development which is compatible to the surrounding area.

4. Financial Implications

The Town Planning firm has been appointed at a cost of **R199 705.00 (incl. VAT)**

5. Legal Implications

The land owner through a Power of Attorney may submit the application to the Municipal Planning Tribunal in terms of the Spatial Planning & Land Use Management Act and the Kouga SPLUMA by-laws.

6. Recommendation

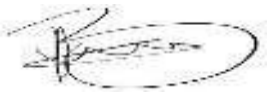
6.1 That Council take endorses the proposed layout for the subdivision and rezoning of portion 8 &13 of the Farm Dieprivier 689, Humansdorp.

6.2 That Council authorises submission of the application for Consolidation, Subdivision, and rezoning of portion 8&13 of the Farm Dieprivier 689, Humansdorp.

6.3 That a full proposal for the envisaged plot & plan allocation, including the proposed Housing plan prototypes be submitted for Council approval prior implementation.

Item prepared by: Manager Human Settlements

Item approved by the Director PDT: 

Item noted by the Portfolio Chairperson: 

ANNEXURE: TOWN PLANNING CONSULTANT'S REPORT

April 2022

ilizwe
TOWN & REGIONAL PLANNERS

TOWN PLANNING MOTIVATION REPORT FOR THE CONSOLIDATION, SUBDIVISION & REZONING OF PORTIONS 8 & 13 OF FARM 689, HUMANSDORP

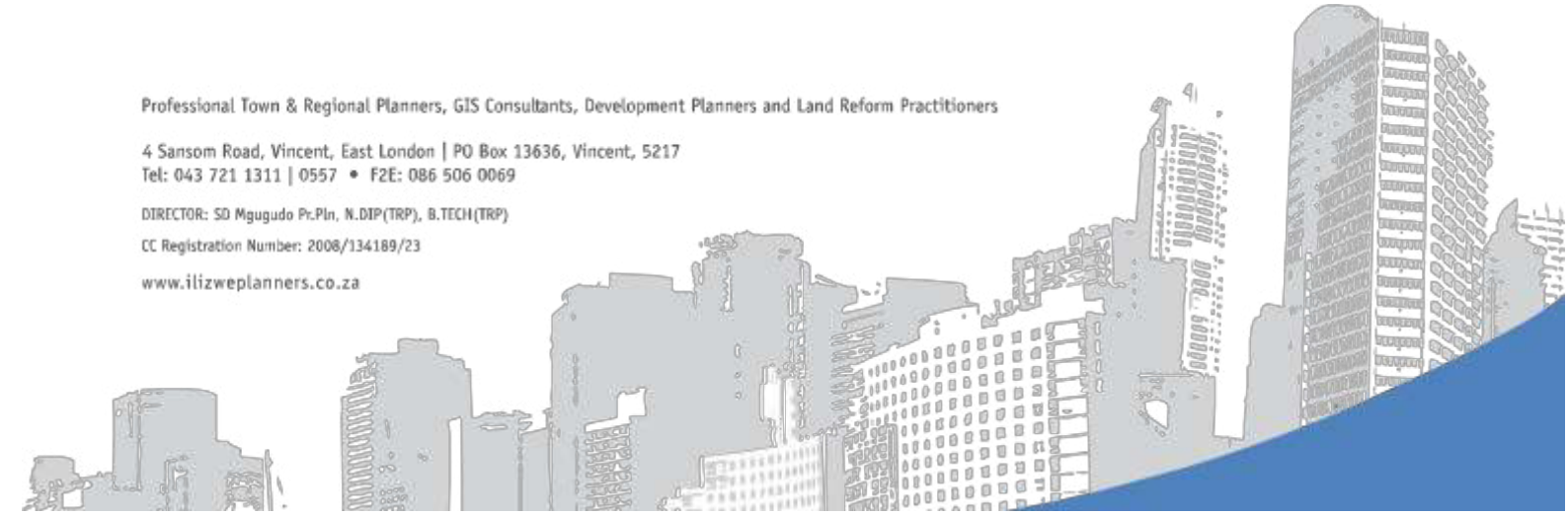
SUBMITTED TO:

Kouga Local Municipality

www.ilizweplanners.co.za

Member of the South African Council for Planners (SACPLAN)

and the South African Planning Institute (SAPI)



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1 INTRODUCTION

Our company, ILIZWE TOWN & REGIONAL PLANNERS**,** has been appointed by **Kouga Local Municipality** to prepare and submit an application for the consolidation, subdivision & rezoning of Portions 8 & 13 of Farm 689, Humansdorp to the Kouga Local Municipality in terms of the Spatial Planning and Land Use Management Act 16 of 2013, with a view to gaining approval thereof.

The main focus being the consolidation, subdivision & rezoning of Portions 8 & 13 of Farm 689, Humansdorp for the purpose of obtaining rights to permit a mixed-use residential settlement inclusive of business sites and other land uses associated with the development on the subject properties.

The purpose of this report is to motivate for the formalisation of the application on the subject properties and to show that the proposal is acceptable and desirable in all assessment areas.

2 NATURE OF APPLICATION

The land owner, has instructed us to proceed and submit a formal application in terms of the Spatial Planning and Land Use Management Act 16 of 2013 read with the Kouga Municipality Land Use Scheme of 2021, and consists of the following essentials:

1. **Consolidation** of Portion 8 of Farm 689 Humansdorp and Portion 13 of Farm 689 Humansdorp;
2. **Subdivision** of the consolidated site into 387 portions;
3. **Rezoning** of the subdivided portions into Residential Zone 1, Residential Zone 3, Business Zone 1, Community Zone, Authority Zone, Open Space Zone 1 & Transport Zone 2 as per the land use table;
4. **Servitude** of 2m wide for a sewer pipeline over portions 49-89 & 386 in favour of Kouga Municipality; &
5. **Servitude** of 18m wide for an overhead powerline over portions 385 & 386 in favour of Eskom.

3 THE SUBJECT PROPERTY

3.1 PROPERTY PARTICULARS

The table below indicates the description, ownership, extent & title deed number of the subject properties.

Table 1: Property Particulars

Description	Ownership	Extent	Title Deed no.
Portion 8 of Farm 689 Humansdorp	Kouga Local Municipality	13,90ha	T1691/2020
Portion 13 of Farm 689 Humansdorp	Kouga Local Municipality	3,12ha	T1691/2020

(See Annexure B: Title Deed)

3.2 LOCALITY

The properties are located to the south west of the Humansdorp Central Business District adjacent to the existing settlement of Kwanomzamo. The study area is bordered in the south and east by existing farms with a watercourse directly abutting the site in the east and north. Existing residential erven are located to the west of the subject properties. The site is situated within the Kouga Local Municipality, Administrative District of Humansdorp, and Province of the Eastern Cape.

The central co-ordinates of the site are: 34°02'41.29"S; 24°47'06.12"E. ***(See Locality Plan: 657-01)***

3.3 AUTHORITY

The applicant is Ilizwe Town & Regional Planners, acting on behalf of the registered owners, **Kouga Local Municipality**. A copy of the Power of Attorney, as an instruction from the owners, has been submitted with this application. ***(See Annexure C: Power of Attorney)***

3.4 CONDITIONS OF TITLE

There are no restrictive and obsolete conditions found in the property title deed that would prohibit the development application from being approved.

3.5 BONDHOLDERS CONSENT

There is no mortgage bond registered over the subject properties.

4 SITE ANALYSIS

4.1 EXISTING & SURROUNDING LAND USES

The properties are currently been used for grazing land and a residential dwelling.

Surrounding land uses include;

- Residential
- Agriculture
- Vacant
- Waste Water Treatment Works

(See Land Use Plan: 657-02)

4.2 EXISTING & SURROUNDING ZONINGS

In terms of the Kouga Municipality Land Use Scheme, the subject sites are zoned as Agriculture Zone.

Surrounding zonings include

- Residential Zone 1
- Agriculture Zone
- Community Zone
- Open Space Zone 2
- Business Zone 2

(See Zoning Plan: 657-03)

4.3 CURRENT ACCESS

Currently the site gains vehicular access from a gravel road (name unknown) which provides direct access to the R330 Roadway. Alternative access is from the existing KwaNomzamo settlement to the west of the subject sites.

4.4 TOPOGRAPHY, SLOPES AND DRAINAGE

The site has a moderate slope from the west to the east. Drainage occurs naturally towards the existing watercourse on the eastern side of the site. In general, the stormwater runoff flows overland following the natural ground slope to the river on the eastern side of the property.

There are no significant topographical and drainage constraints that hinder the proposal in any way.

4.5 GEO-TECHNICAL

Based on the desktop geo-tech report, there seems to be no geo-technical Issues/ instabilities that would prohibit the development from taking place.

(See Annexure E: Desktop Geotech)

4.6 FLOODLINE

No floodline has been calculated, however, no development will take place within 32m of watercourses. The 32m buffers are indicated on the layout plan and no development will occur within this buffer.

4.7 SERVITUDES

The title deed and SG Diagrams for the property do refer to a 15m wide servitude for electricity over Portion 13 of Farm 689 Humansdorp. These appear more fully in the notarial deed number K376/1985S CTN.

(See Annexure B & D: Title Deeds & SG Diagrams)

5 DEVELOPMENT PROPOSAL

5.1 PROPOSAL

As determined in chapter 1 of this report, this application is to obtain rights to permit a mixed-use residential settlement inclusive of business sites and other land uses associated with the development on the subject properties.

It is proposed to consolidate Portions 8 & 13 of Farm 689 Humansdorp. The consolidated site will measure ±17,02 hectares in extent.

The consolidated site will then be subdivided into 387 portions. The portions will then be rezoned according to the land use table depicted in Table 2. ***(See Plan 4: Layout Plan 657-04)***

The total number of single residential erven is 375 and the average erf size is 10m X 20m. The highdensity residential site can accommodate ±53 residential units. In total the estimated residential yield of the development is 409 units.

Table 2: Land use table

TABLE				
USE	NO. OF SITES	NOTATION	AREA	%
DWELLING UNIT	375	RESIDENTIAL ZONE1	±7,728 ha	45,08
HIGH DENSITY RES.	1	RESIDENTIAL ZONE 3	±0,758 ha	4,42
BUSINESS	2	BUSINESS ZONE 1	±0,183 ha	1,07
CRECHE	2	COMMUNITY ZONE	±0,344 ha	2,01
PLACE OF WORSHIP	2	COMMUNITY ZONE	±0,127 ha	0,74
PUMP STATION	1	AUTHORITY ZONE	±0,038 ha	0,22
PUBLIC OPEN SPACE	3	OPEN SPACE ZONE 1	±4,757 ha	27,75
ROAD	1	TRANSPORT ZONE 2	±3,206 ha	18,70
TOTAL	387		±17,140 ha	100



Figure 1: Extract of Layout plan



Figure 2: 3D model of conceptual development

5.2 DEVELOPMENT PARAMETERS

The developmental parameters are as follows;

Table 3: Land Use Restrictions

Land Use Restrictions	
Portions 1-375: Residential Zone 1	
Use	Single Residential
Coverage	70% (Erven <400m²)
Height	8,5m (Erven <400m²)
Street Building Line	1m (Erven <400m²)
Lateral Building Line	1m & 1 on boundary (Erven <400m²)
Rear Building Line	1m
Parking Required	2 Spaces / du
Portion 376: Residential Zone 3	
Use	High Density Residential
Coverage	50%
Height	11m
Street Building Line	5m
Lateral & Rear Building Line	4m
Parking Required	2 Spaces / du
	Visitors: 1 Space / 4du
Portion 377 – 378: Business Zone 1	
Use	Low Intensity Business
Coverage	70%
Height	8,5m
Street Building Line	0m
Lateral & Rear Building Line	3m
Parking Required	Office: 4 Spaces / 100m² FS
	Business: 4 Spaces / 100m² FS
Portion 379 – 382: Community Zone	
Use	Place of Worship & Creche
Coverage	50%
Height	11m
Street Building Line	5m
Lateral & Rear Building Line	5m
Parking Required	Place of Worship: 0,15 Spaces / Seat
	Creche: 1 Space / Classroom or Office

Portion 383: Authority Zone	
Use	Authority use
Site and Development Specific as imposed by Municipality	
Portion 384 - 386: Open Space Zone 1	
Use	Public Open Space
Site and Development Specific as imposed by Municipality	
Portion 387 – Transport Zone 1	
Use	Public Roadway
Coverage	75%
Height	11m
Street Building Line	3m
Lateral & Rear Building Line	0m
Parking Required	N/A

6 INFRASTRUCTURE/ENGINEERING SERVICES

6.1 PROPOSED ROADS & ACCESS

Access to the site will be via the existing public road network.

Roads will be constructed to municipal specifications and the design of the roads will be determined once results from a geotechnical investigation are available and suitable quarries or commercial sources for the construction materials have been identified.

6.2 WATER

A detailed engineering services report dealing with the provision of water is attached as Annexure G.

The conclusions of this report are provided below.

1. For the proposed development to be supported by the local municipality the following minimum infrastructure will need to be confirmed/installed:

    a. Internal water network for the proposed development connecting each erf to the bulk feed.

    b. New minimum 110mmØ bulk water line to connect the proposed development to the existing water network and reservoirs.

c. Additional reservoir capacity of a minimum of 3.5ML capacity.

d. Confirmation of raw water supply of 278,900kl/day.

2. Furthermore, it may be viable to consider rainwater tanks for the proposed development, this will provide sustainable long-term water for the residents and will assist in reducing the demand on the existing and future water resources and networks.

6.3 SEWER

A detailed engineering services report dealing with the provision of sanitation is attached as Annexure G.

The conclusions of this report are provided below.

1. For the proposed development to be supported by the local municipality the following minimum infrastructure will need to be installed:

   a. Internal sewer network for the proposed development draining each erf to the proposed low point/connection point

   b. Construction of a new pump station with a minimum of 250m³-500m³ capacity

   c. Construction of a new rising main from the proposed pump station to the existing

   WWTW

   d. Upgrading of the existing WWTW to accommodate an additional daily discharge of approximately 1ML/day.

6.4 STORMWATER MANAGEMENT PLAN

A detailed engineering services report dealing with the stormwater is attached as Annexure G.

The conclusions of this report are provided below.

1. The sites have gentle to moderate slopes draining west to east to the existing stream via natural drainage paths. It is anticipated that all stormwater runoffs will be directed towards this existing stream.

The minor system refers to the internal stormwater infrastructure on the site.

The following measures are proposed in terms of the design of the minor system:

2. The run-off will be captured by open channels, kerb inlets and grid inlets and conveyed to the proposed Sustainable Urban Stormwater Systems (SUDS) by open channel and or underground stormwater pipe network.

3. The internal stormwater network will be designed to accommodate the runoff generated by storm events with a recurrence interval of up to 5 years.

The major system acts as a backup emergency system in case of major storm events with a recurrence interval of greater than 5 years. Its function is to protect the properties and infrastructure from damage and flooding during such events.

The following measures are proposed in terms of the design of the major system:

4. All runoff generated by the proposed development during the major system will drain overland towards the kerb inlets. All parking areas and internal road network will be designed accordingly.

5. There will be sufficient weepholes along the boundary wall of the site for overland drainage of the runoff.

6.5 TRAFFIC IMPACT STUDY

A Traffic Impact Assessment will be required in order to obtain approval from the Eastern Cape Department of Transport.

7 AGRICULTURE

Application has been made to the National Department of Agriculture for an exempted approval in terms of the Subdivision of Agricultural Land Act 70 of 1970.

8 ENVIRONMENTAL

An environmental screening report has been completed and is attached as Annexure F. The screening report indicates that in terms of NEMA, an application for environmental authorization will be required for the proposed development of the site, an application for an environmental authorization must be lodged with DEDEAT – Sarah Baartman Region. The type of application will be a basic assessment as the total extent of the site area is less than 20 hectares.

9 MOTIVATION & DESIRABILITY

9.1 CONSOLIDATION, SUBDIVISION & REZONING

The sites are, vacant and underutilised. Such valuable land located within the Humansdorp Urban Edge needs to be developed in order to ensure that the ever-growing housing backlog within the municipality is decreased. This mixed-use development will assist in reducing the housing backlog by creating ±409 residential units. The Kouga Local Municipality SDF earmarks the sites for residential type of development, this proposal therefore align with the KLM SDF and the properties are well located for such development to materialize. The site planning is of such that makes the most of the available land by steering clear of the 32m buffers from the watercourses.

The main aims of the development are to:

- Provide a development that puts emphasis on mixed residential housing units;
- Create an economically sustainable development;
- Create integrated human settlements.

Provision has also been made for limited business opportunity within the development that can be sustained by the residents. Portions 377 & 378 have been earmarked for Business Zone 1 purpose. Portions 379 & 380 have been created for a place of instruction (creche) and in addition to this, Portions 381 & 382 provides sites for Places of Worship.

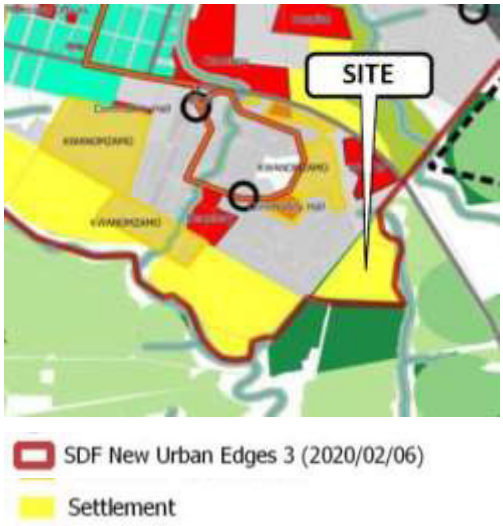
The proposed development is further desirable from a town planning perspective in that it will:

1. Assist with land use efficiency;
2. Optimise the use of existing resources including such resources relating to roads, transportation and social facilities;
3. Not negatively impact the environment;
4. Assist in meeting the current demand for housing in the Humansdorp area;
5. Create employment opportunities during the construction & maintenance of such a development;
6. Will result in an increase in the rates and taxes for the KLM by the additional services sold and creation of a new erven;
7. Compact and infill development is promoted as per KLM policy; &

8. That the objectives of the Kouga Local Municipality Spatial Development Framework are adhered to and enhanced.

9.2 POLICY COMPLIANCE

Table 4: Policy compliance

Kouga Local Municipality Spatial Development Framework Plan - 2020	Aligns with the principles and land use management guidelines within the Spatial Development Framework (SDF) of KLM. The spatial component of the proposal complies with the SDF policy and proposals of the Kouga Local Municipality Spatial Development Framework. Land use management guidelines contained within the KLM Spatial Development Framework is intended to enable sound consideration of applications to change the use of land, subdivide properties and develop according to the social compact with communities regarding the future spatial vision that they wish to see in their municipality. As indicated below, the property falls within the Humansdorp Urban Edge and the desired land use of the sites are residential. The proposed housing development therefore aligns with the KLM SDF of 2020. 
Eastern Cape Provincial SDF of 2028	Aligns with the principles and land use management guidelines of the Eastern Cape Provincial SDF of 2028

Eastern Cape Growth and Development Plan	Aligns with the objectives of the Eastern Cape Growth and Development Plan 2004-2014.
National Spatial Development Framework	Aligns with the principles and land use management guidelines of the National Spatial Development Framework Plan.
National Growth Plan	Aligns with the National Growth Plan in terms of urban renewal, opportunity and job creation.
Kouga Local Municipality Land Use Scheme of 2021	The proposal and application aligns with the Kouga Local Municipality Land Use Scheme of 2021.
Local Economic Development (LED)	The proposal aligns with the vision and key priorities of the KLM and Provincial Local Economic Development Plan.
Building Controls	All buildings will be constructed in terms of the National Building Regulations.

9.3 CURRENT PLANNING PRINCIPLES

SPLUMA sets out the following 5 main development principles applicable to spatial planning, land use management and land development:

1. Spatial sustainability:

- Past spatial and other development imbalances must be redressed through improved access to and use of land.
- Spatial development frameworks and policies at all spheres of government must address the inclusion of persons and areas that were previously excluded.
- Spatial planning mechanisms, including land use schemes, must incorporate provisions that enable redress in access to land.

2. Spatial justice:

- Promote land development that is within the fiscal, institutional and administrative means of the Republic.

- Ensure that special consideration is given to the protection of prime and unique agricultural land.
- Uphold consistency of land use measures in accordance with environmental management instruments.
- Promote and stimulate the effective and equitable functioning of land markets.
- Consider all current and future costs to all parties for the provision of infrastructure and social services in land developments.
- Promote land development in locations that are sustainable and limit urban sprawl.
    - Result in communities that are viable.

3. Efficiency (optimising the use of existing resources and infrastructure)

- Land development optimises the use of existing resources and infrastructure.
- Decision-making procedures are designed to minimise negative financial, social, economic or environmental impacts.
- Development application procedures are efficient and streamlined and timeframes are adhered to by all parties.

4. Spatial resilience (allow for flexibility in spatial plans)

- Flexibility in spatial plans, policies and land use management systems are accommodated to ensure sustainable livelihoods in communities most likely to suffer the impacts of economic and environmental shocks.

5. Good administration:

- All spheres of government ensure an integrated approach to land use and land development that is guided by the spatial planning and land use management systems as embodied in this Act.
- All government departments must provide their sector inputs and comply with any other prescribed requirements during the preparation or amendment of spatial development frameworks.
- The requirements of any law relating to land development and land use are met timeously.
- The preparation and amendment of spatial plans, policies, land use schemes as well as procedures for development applications, include transparent processes of public participation that afford all parties the opportunity to provide inputs on matters affecting them.

- Policies, legislation and procedures must be clearly set in order to inform and empower members of the public.

The table below indicates how the proposed development will be consistent with the SPLUMA principles.

Table 5: SPLUMA Principles

Principle	*Motivation*
Spatial Sustainability:	Application complies with Eastern Cape Provincial Spatial Development Framework (2028) as a spatial tool to guide future development on a Provincial Level. Application complies with Kouga Local Municipality Spatial Development Framework as a spatial tool to guide future development on a Municipal Level.
Spatial Justice:	The proposed application is in the urban area (Urban Edge) of Humansdorp. The proposed application will contribute to the functional and integrated land use pattern evident throughout the surrounding area. The proposed application will contribute to the character of the surrounding area.
Spatial Efficiency:	Development will make use of existing local resources and contribute to specialised skills development within the local municipality.
Spatial Resilience:	The development complies with the following spatial development frameworks; i. Eastern Cape Provincial Development Framework ii. Kouga Local Municipality Spatial Development Framework
Good Administration:	This principle has no direct bearing on the application, however, the KLM Municipality is obligated to consider the application fairly and within the timeframes provided in terms of the municipal planning bylaw.

9.4 DEVELOPMENT AND SPATIAL PLANNING POLICY

National Spatial Development Plan 2012

The National Development Plan (NDP) introduces the long-term vision for the future development of South Africa. It acknowledges the spatial inefficiencies that characterizes existing settlements and commits the national government to developing a National Spatial Framework (NDP 2028: 287).

National policy on spatial planning currently focuses on the rationalization of a fragmented system of land use and related laws. The current fragmented spatial pattern of human settlement and the associated urban sprawl is a direct consequence of the skewed and inappropriate planning legislation of the past. The government has identified 10 priority areas in its programme of action, with an intention to turn around the global economic slowdown, whilst at the same time ensuring that the needs of all its citizens are met. The priority areas developed are intended to do the following:

1. Speed up **economic growth and transform the economy** to create decent work and sustainable livelihoods;
2. Introduce a massive programme to **build economic and social infrastructure**;
3. Develop and implement a comprehensive rural development strategy linked to land and agrarian reform and food security;
4. Strengthen the skills and human resource base;
5. Improve the health profile of all South Africans;
6. Intensify the fight against crime and corruption;
7. Build cohesive, caring and sustainable communities;
8. Pursue African advancement and enhanced international cooperation;
9. Ensure sustainable resource management and use;
10. Build a developmental state, improve public service and strengthen democratic institutions.

In essence, the NSDP proposes that an approach be followed in spatial and development planning, which acknowledges the realities of the economic development potential of an area to be planned and the likelihood that the legacies of Apartheid spatial planning have ensured a fragmented pattern of spatial development so that the majority of people live in areas removed from such economic development potential.

The NSDP suggests that economic development potential be classified in terms of broad categories (i.e. Categories of Development Potential) and that; moreover, such potential will not be uniformly distributed but is likely to be associated with certain conditions that enhance development potential. Such conditions would include current economic activities and associated scales of economy, natural endowments such as climate, soils and water availability (for agricultural and/or industrial development), and tourism potential based on competitive advantages (which August be historical, social, or natural in character).

Therefore, whilst acknowledging the ongoing imperative to roll-out a basic level of service to all residents, based on available resources, the NSDP proposes that development planning be directed by an understanding of the economic development potential of a given locality.

In this, the explicit notion is set out that a strategic approach to development would imply targeting investment and planning strategies in areas where economic development potential is identified, in order to realise a sustainable return on investments and generate a surplus (in the form of service charges, rates and taxes levied, and/or tax payments to the national fiscus).

NSDP principles

In order to contribute to the broader growth and development policy objectives of government, the NSDP puts forward a set of five normative principles:

Principle 1: Rapid economic growth that is sustained and inclusive is a pre-requisite for the achievement of other policy objectives, among which poverty alleviation is key.

Principle 2: Government has a constitutional obligation to provide basic services to all citizens (e.g. water, energy, health and educational facilities) wherever they reside.

Principle 3: Beyond the constitutional obligation identified in Principle 2 above, government spending on fixed investment should be focused on localities of economic growth and/or economic potential in order to gear up private-sector investment, to stimulate sustainable economic activities and to create long-term employment opportunities.

Principle 4: Efforts to address past and current social inequalities should focus on people, not places. In localities where there are both high levels of poverty and demonstrated economic potential, this could include fixed capital investment beyond basic services to exploit the potential of those localities. In localities with low demonstrated economic potential, government should, beyond the provision of basic services, concentrate primarily on human capital development by providing education and training, social transfers such as grants and poverty-relief programmes. It should also

reduce migration costs by providing labour-market intelligence to give people better information, opportunities and capabilities, to enable them to gravitate - if they choose to - to localities that are more likely to provide sustainable employment and economic opportunities.

Principle 5: In order to overcome the spatial distortions of apartheid, future settlement and economic development opportunities should be channelled into activity corridors and nodes that are adjacent to or that link the main growth centres. Infrastructure investment should primarily support localities that will become major growth nodes in South Africa and the SADC region to create regional gateways to the global economy.

11. CONCLUSION

Based on the research and report findings, it is submitted that this application for the consolidation, subdivision and rezoning and of Farms 8/689 & 13/689, Humansdorp, is desirable and has merit.

The application consists of the following:

6. **Consolidation** of Portion 8 of Farm 689 Humansdorp and Portion 13 of Farm 689 Humansdorp;
7. **Subdivision** of the consolidated site into 387 portions;
8. **Rezoning** of the subdivided portions into Residential Zone 1, Residential Zone 3, Business Zone 1, Community Zone, Authority Zone, Open Space Zone 1 & Transport Zone 2 as per the land use table;
9. **Servitude** of 2m wide for a sewer pipeline over portions 49-89 & 386 in favour of Kouga Municipality; &
10. **Servitude** of 18m wide for an overhead powerline over portions 385 & 386 in favour of Eskom.

Key Points;

- ✓ Assist with land use efficiency;
- ✓ Optimise the use of existing resources including such resources relating to roads, transportation and social facilities;
- ✓ Not negatively impact the environment;
- ✓ Assist in meeting the current demand for housing in the Humansdorp area;

- ✓ Create employment opportunities during the construction & maintenance of such a development;
- ✓ Will result in an increase in the rates and taxes for the KLM by the additional services sold and creation of a new erven;
- ✓ Compact and infill development is promoted as per KLM policy; &
- ✓ That the objectives of the Kouga Local Municipality Spatial Development Framework are adhered to and enhanced.

In conclusion, the proposed consolidation, subdivision & rezoning of Farms 8/689 & 13/689, Humansdorp will result in a positive and sustainable development which is compatible to the surrounding area.

The applicant has demonstrated that the proposal finds support in adopted policies and development principles relevant to the area in which the subject land is located.

It is considered that, in view of the above, there are no apparent impediments against the application being approved by the Kouga Local Municipality.

KOUGA MUNICIPALITY (EC 108)

ORDINARY COUNCIL MEETING

PLANNING, DEVELOPMENT AND TOURISM

DATE: 31 MAY 2022 **ITEM NO: 22/05/PDT2**

IMPOSING OF MANDATORY INSTALLATION OF RAINWATER HARVESTING TANKS FOR NEW BUILDINGS IN KOUGA MUNICIPALITY IN RESPONSE TO THE DROUGHT

1. Purpose

The item seeks Council endorsement and support for the mandatory requirement to install a rainwater tank on all building plan applications for new buildings in Kouga Municipality.

This item is presented as far-reaching in its application for all new buildings to be constructed, particular focus will be on new residential buildings. The rationale of this is elucidated hereunder for the consideration of Council.

2. Background

It has been widely reported and accepted that Kouga may run out of potable water by the end of May 2022. This results from a twin problem of low dam levels due to a sustained drought and the extremely high average water consumption by residents, businesses and agricultural users across the region.
The Executive Mayor Alderman Hendricks, has been at pains to drive the message for the need for a drastic reduction of the average consumption from the currently unsustainable levels of "17 000Ml per day, to the ideal [average consumption of] 9000 Ml per day."

3. Discussion / Motivation

The calls for a drastic reduction of average daily consumption have not yielded the desired outcome, as is evidenced by the continued high consumption rates. It is incumbent, then, for Council to put measures in place to assist the citizenry to heed the call for reduction in water usage.
The major contributors to high water usage in domestic/residential applications are the bathroom/sewer water. The following table outlines average water usage per activity:

Activity	Average litres per activity
5-minute shower	80
Bath	80 to 150
Toilet flushes	6 to 21

Table 1: Water consumption for different activities (Source: Smart Office Toolkit – Water Cheat Sheet: [n.d] & Ngobeni & Breitenbach, 2021)

Introducing a mandatory requirement for a rainwater harvesting system which includes the collection; storage (in a tank), purification and reticulation of the collected rainwater will reduce the usage of municipal potable water for the above-mentioned activities.
Thus, the successful implementation of the use of a confluence of rainwater harvesting; a dual plumbing system design (with an airgap or back-flow prevention valve) connecting the tanked water to a new building at an appropriately pressurized rate for use for showing/bathing and flushing of toilets has the potential to reduce usage by (conservatively up to 30% or more) of the current.

The above scenario is informed by a cursory glance at the building plan applications for the current financial year (to 1 May 2022) which shows that:-

- 1177 Building Plans in total are approved for construction
- 411 of these are for new buildings, of which:
    - 385 of these building plans are for single and multi-family residential buildings;
    - 26 of these buildings fall in the category of commercial, industrial, agricultural and other.

The statistics above seek to evince that at least 30 percent of building applications submitted to Kouga Municipality for approval are of new buildings, which gives rise to the opportunity to require the water-saving mechanisms detailed above.

This is so because designing such systems from the onset will result in savings for the applicants while ensuring that costs associated with retrofitting such systems to existing buildings with the risk of contamination of municipal water with non-potable rainwater are all but eliminated.

4. Legal Implications

That the mandatory requirement for the installation of water tanks complies with the Kouga Municipality Water Supply and Sanitation Services By-Law. Additionally, that such requirement is not in conflict with the Water Services Act, 1997 and/or the National Building Regulations and Building Standards Act 103 of 1977, as amended.

5. Financial Implications

NIL

6. Recommendations:

6.1. That Council approves the requirement for the mandatory installation of rainwater tanks for new buildings constructed in Kouga Municipality.

6.2. That Council authorizes the Director: Planning, Development and Tourism to insert the following mandatory requirements for all new building plan applications:-

6.2.1. The installation of a minimum of a rainwater harvesting system containing at least 1 (one) 5000 litre rainwater tank for all new residential, agricultural and commercial/industrial buildings with a building area of less than 500m^2 ,

6.2.2. and a minimum of 2 (two) 5000 litre rain water tanks for all new residential, agricultural and commercial/industrial buildings with a building area of more than 500m^2 .

6.2.3. a dual plumbing system, connected to the rainwater tank(s), be designed and submitted by a Competent Person as contemplated in the National Building Regulations and Building Standards Act 103 of 1977, to the applicable South African National Standards (SANS) relating to plumbing compliance.

6.3. The Planning, Development and Tourism Directorate engage in public awareness programmes, including engagement with Kouga Architectural designers' Forums to ensure compliance with the mandatory requirement for the provision of rainwater tanks for all new buildings plans to be submitted.

Item Prepared by: Chief Building Control Officer

Item approved by the Director PDT: 

Item noted by the Portfolio Chairperson: 